

STATE OF WYOMING

1987



ANNUAL REPORT CORRECTIONAL INSTITUTES

July 1, 1986 through June 30, 1987

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CORRECTIONAL INSTITUTIONS

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BOARD OF CHARITIES AND REFORM

MORRIS L. GARDNER
ACTING EXECUTIVE SECRETARY

HERSCHLER BUILDING
CHEYENNE, WYOMING

ANNUAL REPORT

FY 87

INTRODUCTION

The Board of Charities and Reform was established in 1890 by Article 7, Section 18 of the Wyoming Constitution. Wyoming statute 25-1-101 specifies that the Board be composed of the Governor, Secretary of State, State Auditor, State Treasurer, and Superintendent of Public Instruction. The Board is charged with the general supervision and control of all human services and correctional institutions established and supported by the State.

In fiscal year 1987, the Board administered eleven institutions including:

- Children's Home, Casper
- Girls' School, Sheridan
- Honor Farm, Riverton
- State Hospital, Evanston
- Boys' School, Worland
- Penitentiary, Rawlins
- Pioneer Home, Thermopolis*
- Retirement Center, Basin
- Veterans' Home, Buffalo
- Training School, Lander
- Women's Center, Lusk

Under the jurisdiction of the Board were 1,618 full-time and 61 part-time employees. Of this number, 8 are assigned to the administrative office of the Board, located in Cheyenne, and the remainder are employed at the various institutions throughout the State. In fiscal year 1987, the average resident population was 1,905 at a cost of \$44,950,180 in State dollars. (See Table of Services)

*Includes Montgomery Home for the Blind

ADMINISTRATIVE OFFICE OF THE BOARD OF CHARITIES AND REFORM

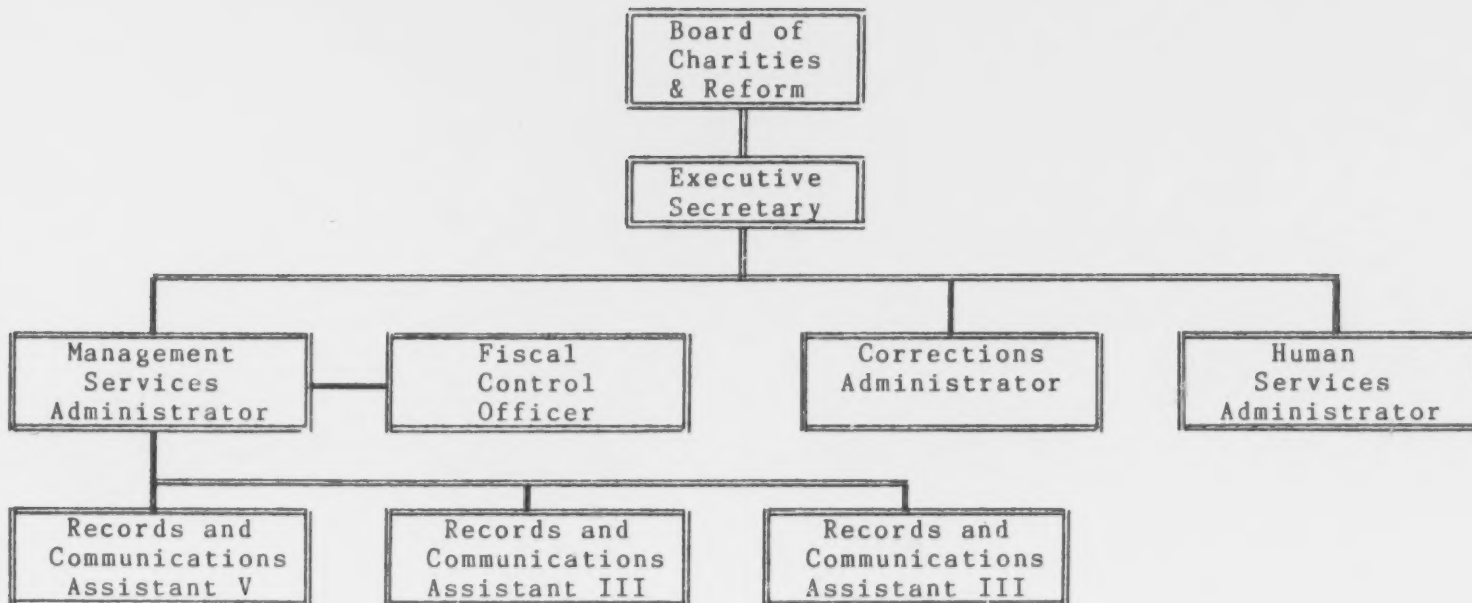
The Executive Secretary is responsible for the general management of all State institutions. This involves the direction of human services and corrections planning, program evaluation, and providing necessary information to the Board in order to develop policy as it relates to the institutions.

The role of the Board office is the responsibility for the management and supervision of the institutions, on behalf of the Board. The office is under the direction of the Executive Secretary.

In addition to the Executive Secretary, the Board's management team consists of three administrators: the Institutions Management Services Administrator, the Human Services Administrator, and the Corrections Administrator. The Management Services Administrator oversees purchasing, personnel, fiscal, legal and land affairs of the institutions, on a daily basis. This includes the review of land, legal and budget issues, capital outlay projects, and the maintenance of statistics and institution population movement and computer automation. The position of Human Services Administrator is responsible for program planning, implementation and evaluation of non-correctional institutions. This position is also responsible for strengthening institutional liaison activities with community programs and other state agencies. The position of Corrections Administrator oversees the program planning, implementation and evaluation of all correctional institutions and is liaison with all community correctional centers.

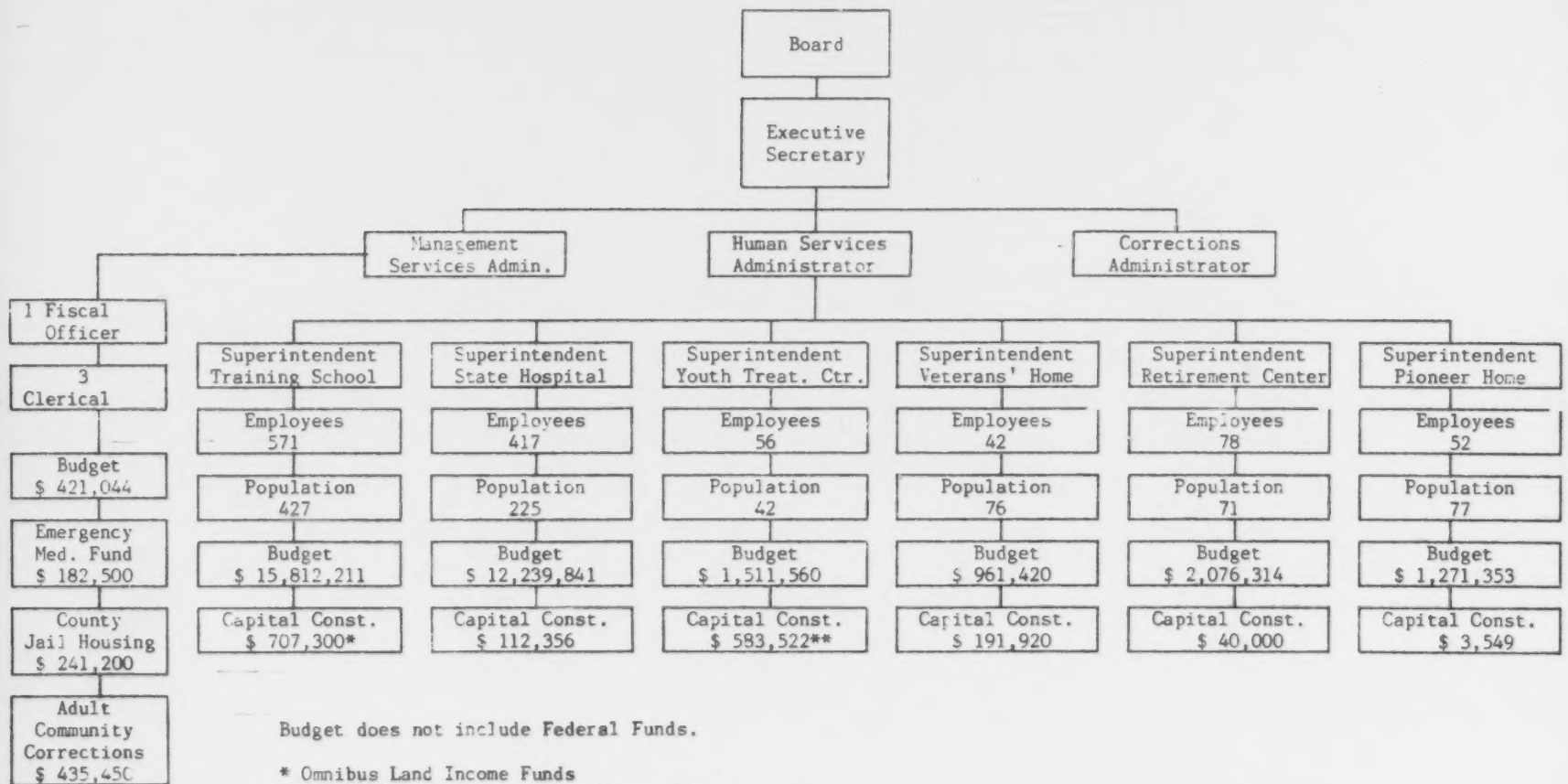
The Fiscal Officer assists the Management Services Administrator with the daily fiscal responsibilities of the Board of Charities and Reform office as well as working with the Business Managers of the institutions in administering the Omnibus Land Income Fund and collecting miscellaneous Management Information System data. The Fiscal Control Officer has the responsibility of overseeing the collections procedures with the institutions and has temporary responsibility for the Title 25 "Involuntary Hospitalization" program until the position of Human Services Administrator is filled.

It should be noted the Management Services Administrator has served as Acting Executive Secretary plus his current position for most of the fiscal year. The Human Services Administrator position has been vacant for most of the fiscal year as well, and the administrative responsibilities of this position have been placed on the Corrections Administrator. The Records and Communication Assistant V and the two Records and Communication Assistant III's have had to assume more administrative duties in the Board of Charities and Reform office in order to carry out Board directives and efficiently achieve our agency goals.

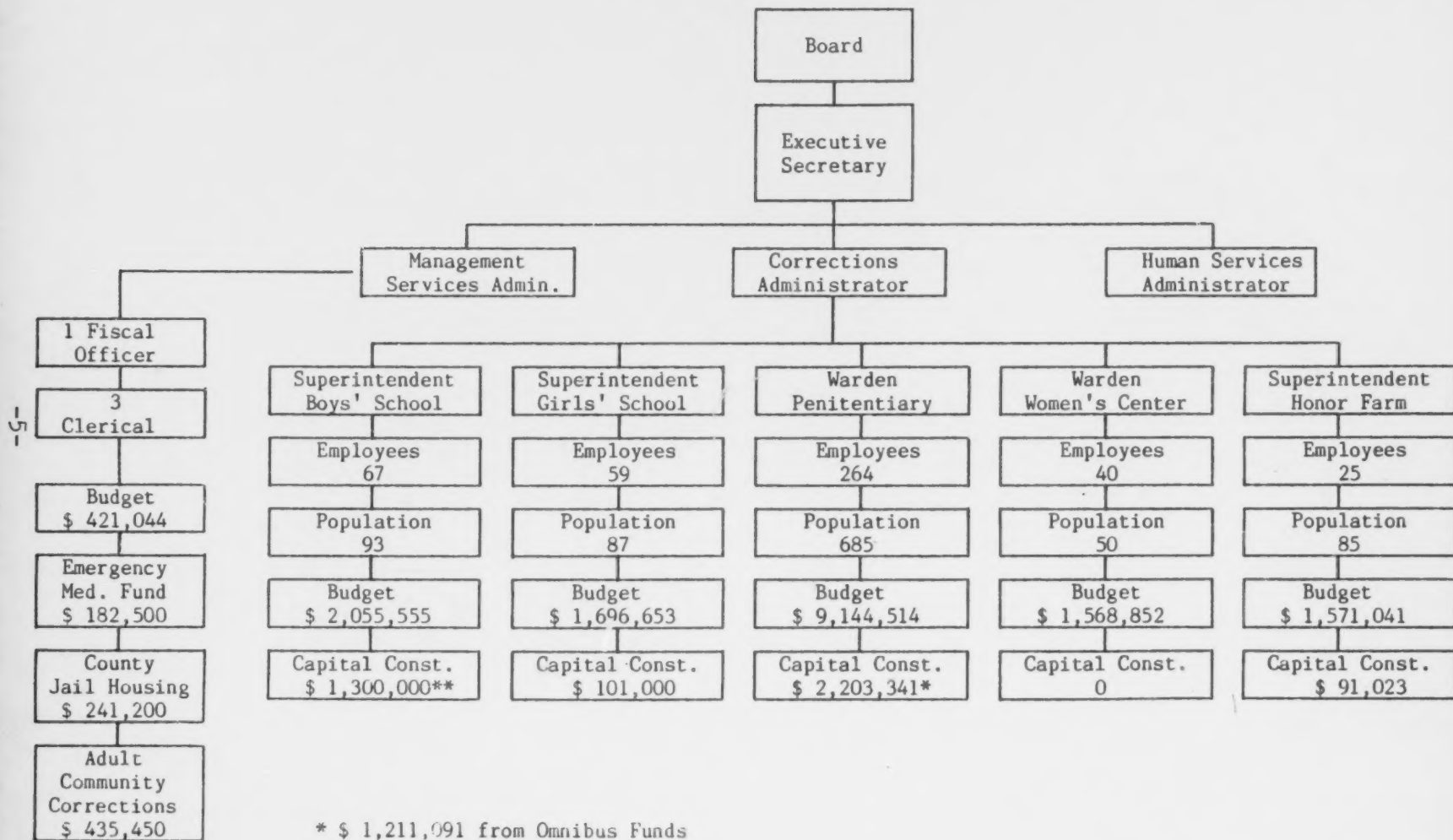


8 Full-time Positions

HUMAN SERVICES INSTITUTIONS
Organizational Chart
FY 87



CORRECTIONAL INSTITUTIONS
Organizational Chart
FY 87



* \$ 1,211,091 from Omnibus Funds

**Omnibus Land Income Funds

Budget does not include Federal Funds.

BOARD OF CHARITIES AND REFORM
Summary Table of Services
as of June 30, 1987

Institution	Location	Primary Service	Number of Appropriated Employees		Yearly Average # of Residents	Ages of Residents	Yearly Average Cost Per Day	Total Expenditures		
			Full Time	Part Time				State	Federal	Total
Women's Center	Lusk	Correctional facility for all female felony offenders.	40		50	18 - 55	\$ 69	\$ 1,251,571	\$ 7,675	\$ 1,259,246
Honor Farm	Riverton	Work program for penitentiary inmates which produces food for the Penitentiary and other institutions and an agency for the work release program. This program is a component of the Penitentiary.	24	1	85	19 - 58	\$ 32	\$ 1,571,041	0	\$ 1,571,041
Youth Treatment Center	Casper	State home for minors requiring custodial or special treatment.	52	4	42	13 - 18	\$ 96	\$ 1,428,268	\$ 29,600	\$ 1,457,868
Girls' School	Sheridan	Restricted residential program for adolescent girls placed by courts.	54	5	87	12 - 18	\$ 54	\$ 1,596,049	\$ 44,219	\$ 1,642,268
Boys' School	Worland	Restricted residential program for adolescent boys placed by courts.	67	0	93	12 - 19	\$ 61	\$ 1,195,180	\$ 50,700	\$ 2,045,880
Pioneer Home	Thermopolis	Boarding home facility for elderly ambulatory Wyomingites, including Montgomery Home for the blind	44	8	77	70 - 104	\$ 51	\$ 1,271,353	0	\$ 1,271,353
State Hospital	Evanston	Hospital for psychiatric care including individualized treatment programs and rehabilitative planning.	406	11	225	9 - 101	\$ 134	\$ 11,621,908	\$ 23,379	\$11,645,287
Training School	Lander	Residential and educational institution for mentally retarded, including educational programs.	562	9	427	0 - 90	\$ 93	\$ 13,551,634	\$ 73,561	\$13,625,195
Veterans' Home	Buffalo	Residential care facility for qualified honorably discharged veterans, spouses, widows or widowers.	38	4	63	35 - 94	\$ 40	\$ 928,608	0	\$ 928,608
Retirement Center	Basin	Skilled nursing care facility for residents from other institutions.	61	17	71	62 - 102	\$ 74	\$ 1,906,861	0	\$ 1,906,861
Penitentiary	Rawlins	Correctional facility for all male felony offenders including medium/maximum/minimum security programs.	262	2	685	17 - 76	\$ 35	\$ 8,625,707	\$ 7,190	\$ 8,632,897

MAJOR ACCOMPLISHMENTS

ADMINISTRATIVE OFFICE OF THE BOARD OF CHARITIES AND REFORM

OBJECTIVES

The Board of Charities and Reform's nine primary objectives are to:

1. Direct the general management of all State institutions to ensure short and long term human services and corrections planning, program development, implementation, efficient and cost effective service provision, compliance with federal and state statutory mandates, and adherence of Board policy as it relates to the institutions.
2. Be responsible for monitoring the proper disbursement of all funds appropriated for their maintenance.
3. Aid the Board in appointing and prescribing the duties of all superintendents and wardens of all penal, charitable and reformatory institutions.
4. Provide administrative support to the various institutions in the areas of personnel, land, purchasing, fiscal issues and computerization.
5. Carry out long term planning and assistance to the institutions in program development.
6. Provide the best possible care, treatment and rehabilitation to residents and inmates.
7. Coordinate institutional programs with other state agencies and other community resources and facilities.
8. Aid all institutions in ensuring all sources of revenue are being utilized.
9. See to it that the institutions are in excellent operating order.

ACCOMPLISHMENTS

INTERNAL MANAGEMENT

The administrative program under the Board of Charities and Reform has the primary responsibility of overseeing management and program activities of all State institutions. The Executive Secretary is responsible for instituting management, human services and correctional planning, program evaluation, and implementation of direction of Board policy as it relates to them.

In the area of administration, we have developed several manuals to better coordinate the administrative procedures at the institutions. Presently, we have on file the Board of Charities and Reform Policies and Procedures Manual, Financial Handbook, Legal Handbook, which contains the statutes which affect or relate to institutions' programs or operations, an Administrative Review Book, which consists of findings and recommendations of the Board office and other State agencies in their various annual administrative inspection of each institution, and a Policy and Procedures Manual relating to the Community Corrections Program.

We are currently determining how the institutions can utilize computers to improve their management efficiency.

We are further implementing ways of improving the review and establishment of institution fee schedules and methods of enhancing fee collection and making sure all areas of available federal funds are utilized.

A planning calendar has been developed to improve coordination of institutional activities as they relate to the Board of Charities and Reform and State institutions.

We have developed a computerized listing of all Board of Charities and Reform lands, buildings and their content and their appraised value as well as a listing of all lands under lease and an employee maintenance schedule.

We have offered training courses in such areas as purchasing, personnel, and how the various areas of the uniform accounting system function.

The Energy Conservation Office, under the Economic Development and Stabilization Board, and the Personnel Division will be offering the institutions various types of training courses such as boiler operations and maintenance, time management, and other related courses in specific areas of expertise.

In the area of human services, programs are provided to the aged, mentally ill, mentally retarded and children's services. In this fiscal year, the State Hospital has received Title XIX reimbursements. Revisions of the manual and forms on involuntary hospitalization are in the hands of the users. We are also looking at accreditation of institutional schools by the State Department of Education. The possibility of achieving Medicare/Medicaid certification is being investigated at the Training School and State Hospital. At the Veterans' Home, we are planning for intermediate care certification. Remodeling of the Medical Observation Unit at the Pioneer Home is complete and has made this unit more modern. At the Retirement Center, we have established Title XIX certification in order to collect federal reimbursement. In addition, human services institutions have, or are developing, internal rules and regulations to govern

their operations. Training courses for the institutions on such things as resident rights, confidentiality of records, and fee schedules have been developed and will continue to be revised.

In the area of corrections, a five year plan is progressing in conjunction with the University of Wyoming on the future role of the Wyoming Honor Farm in Riverton. The Corrections Administrator is working closely with the Honor Farm superintendent on developing a model vocational program. Seminars and training programs are being coordinated so correctional institutions may exchange administrative and programming ideas. At the Boys' School, we are working on reaching compliance with ACA standards. We are also building one new living unit at the Boys' School and requesting three more in the next budget session because of the poor condition of the existing structures.

A new construction project has been completed at the penitentiary which will house another 122 prisoners. We are emphasizing an improved prison industry program at the Penitentiary. The Executive Secretary and the Corrections Administrator have been working with Wyoming communities in establishing additional centers for community corrections programs in the northeast and southwest portions of the state, in the next budget session. The Corrections Administrator also participates in the Penitentiary grievance process and disciplinary reviews.

CONSULTATION TO THE INSTITUTIONS

The Board office maintains a regular line of communication and assistance to the institutions. This aid can take the form of budgets, personnel, planning, programming, research or construction activities. The administrative staff of the Board office spend about one half of their time in the field aiding institutions with problem areas.

RETIREMENT CENTER

The Retirement Center has been certified to receive Title XIX funding. This factor will aid the State in securing additional federal revenue for residents who qualify for this program. We are considering expanding the program at the Retirement Center to include geriatric patients from other State institutions.

HONOR FARM

The Honor Farm is presently working the Farm operation on an intra-governmental account basis. The account allows the Farm to reimburse itself for processing, distribution, and production for services they provide to various institutions, which results in a significant cost savings to vocational programs that may be valuable in training these inmates in occupations such as masonry, carpentry, and automotive repair. In addition, a lot of upgrading has taken place at the Honor to make it a model farming operation. The Honor Farm occupancy has been as high as 93 inmates.

PENITENTIARY

The Penitentiary was granted \$5,000,000 in the 1984 budget session to build a Penitentiary addition, which is now complete. This includes two forty-eight cell units, one six cell death row unit, one twenty man work release dormitory, fire protection sprinkler alarms, security fencing, water line to work release unit and a new boiler.

COUNTY JAIL HOUSING

During the 1984 Legislative Session, the Board of Charities and Reform was directed to carry the provisions of W.S. 7-13-110, County Jail Housing. Under this new statute, a judge may sentence a felon to the county jail for up to sixty (60) days for a crime he could normally be sent to the Penitentiary for committing. In the 1986 Legislative Session, this concept was changed to allow a judge to confine an inmate for not more than one year. The statute, 7-13-110(e), states that the cost of housing convicted felons in the county jail including shelter, food, clothing, medical and dental care and hospitalization, shall be paid by the Board of Charities and Reform by contract arrangement with the county sheriff. In FY 87, the Board of Charities and Reform has contracted with nine (9) counties and has paid \$207,265 to house 100 inmates under this statute.

ADULT COMMUNITY CORRECTIONS

The created statutes W.S. 17-18-101, et al, authorizes the Adult Community Corrections Program under the direction of the Board of Charities and Reform.

The purpose and intent is to provide an alternative to incarceration and to involve the local community in offender corrections for non-violent offenses. Participation in community corrections is an elective option of local government to serve local offenders. The selection of the offender served shall be the determination of the locally designated Board.

This alternative to incarceration needs to be strengthened as existing facilities will continue to be crowded in the Penitentiaries. This program is preferable to new construction of cell blocks.

To date, we have a community corrections center in Natrona County, effective October, 1985; one in Big Horn County, effective April, 1986; and one in Laramie County, effective December, 1986. We are averaging a total of 25 inmates per center, per month, for a total FY 87 expenditure of \$552,467.15. We are working to establish centers in the northeast and southwest portion of the state for approval in the next budget session.

PROBLEM AREAS

In order to prevent problems, the Board of Charities and Reform has concentrated more on planning, organizing, and evaluating institution practices, programs and procedures.

The Executive Secretary and his staff are placing emphasis on long term planning, evaluation and program development to avoid problem areas experienced in the past. The following criteria will be achieved with this goal in mind:

1. The Board of Charities and Reform office is striving to computerize all the data collected from the institutions. When this data is computerized, it will be possible to provide long term planning information on the characteristics of the population, effects of treatment or programming and population movement. To date, the Board of Charities and Reform, Training School, Veterans' Home, Retirement Center, State Hospital, Penitentiary, Honor Farm, Pioneer Home, Boys' School and Children's Home have developed computerized data banks and operations. In the future, other institutions will receive or request funding for this purpose.
2. All of the institutions are faced with the problem of hiring qualified personnel to ensure high quality of services. The various institutions have been working to implement in-service training models for their staff. As a complimentary component of these models, the Executive Secretary and his staff have developed a plan to inform the institutions of the availability of statewide training programs so institutions may cross-train in a given specialty and secure training from other state agencies.
3. Over the next ten years, it will be necessary to evaluate the population composition of all institutions to determine if the increased cost of services and alternative uses of buildings and staff are cost beneficial in terms of operations. Such long term planning will require additional funds from the legislature for travel, for task forces to meet, and consultants to assist with planning problems.
4. The role of federal funds is being reviewed in relationship to how institutions, such as the Children's Home, Pioneer Home and Veterans' Home, can qualify for Medicaid reimbursement. To date, two units of the State Hospital have qualified for Medicaid certification.
5. Medical costs continue to be examined at the institutions in order to provide the best medical care for the least amount of money. Presently, we are reviewing drug utilization, catastrophic insurance, and medical provider utilization. Such items as drugs are now bid at all of the institutions.

It should be noted, we have in-place, a patient admitting review policy which will enable the institutions to lessen the cost of their residents by limiting long hospital stays, where appropriate.

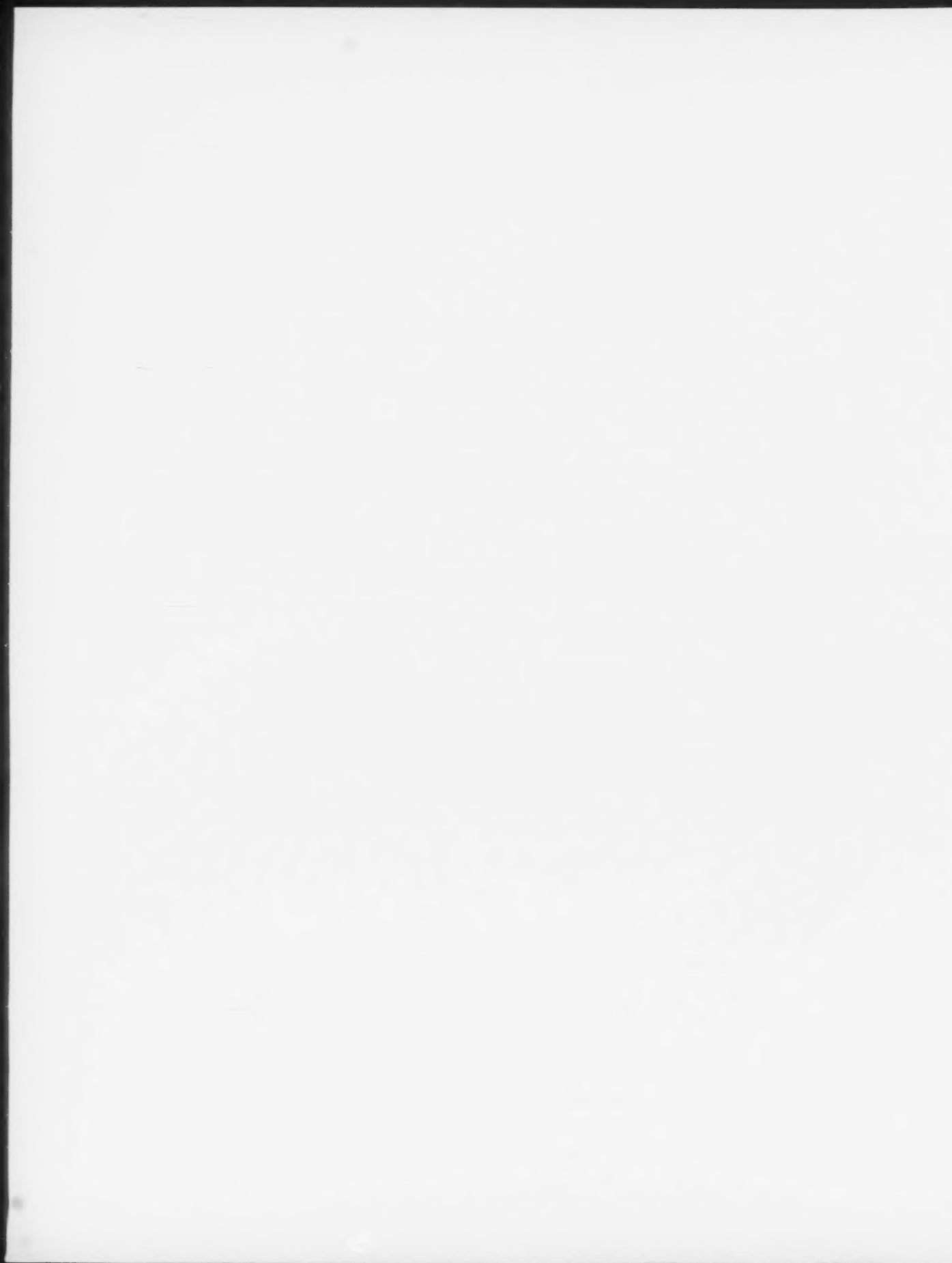
6. In the area of corrections, the Board of Charities and Reform is reviewing viable alternatives to institutional placement in order to reduce overcrowding at the Rawlins facility. This aspect has been discussed previously with an explanation of the County Jail Housing Program and the Adult Community Corrections Program as an alternative to incarceration at the penitentiary. In the 1986 Legislative Session, the Board of Charities and Reform was given the authority, under 25-2-102, to establish penitentiary camps for this purpose. In the future, our budget will focus on more alternatives to incarceration such as penitentiary camps, more community corrections centers and perhaps halfway houses.

NEW CAPITAL OUTLAY CONSTRUCTION PROJECTS

During fiscal year 1987, a number of new capital construction projects were initiated at the State institutions. These projects involve a great deal of planning between the State institutions, the Executive Secretary, and his staff, and the DAFC Construction office. Examples of the new construction projects granted during the previous fiscal year by the 1986 General Budget Session are as follows:

Institution	Project	Requested	Approved
Honor Farm	Superintendent's House	\$ 22,000	\$ 0
	Fencing	17,624	0
	Total	\$ 39,624	\$ 0
Children's Home	Irrigation System	\$ 50,000	\$ 0
Boys' School	New Facility	\$3,850,000	\$1,300,000*
Pioneer Home	Electrical Study	\$ 5,000	\$ 5,000
	Health Code Correct	130,700	0
	Flooring - Original Building	8,000	0
	Total	\$ 143,700	\$ 5,000*
State Hospital	Emergency Generator	\$ 370,000	\$ 0
Training School	Remodel Food/Dine	\$1,200,000	\$ 0
	Entry/Exit Mod.	520,000	520,000
	Boiler Replacement	180,000	180,000
	Total	\$1,900,000	\$ 700,000*
Retirement Center	Ventilation Work	\$ 40,000	\$ 40,000
	Demolition	93,196	0
	Total	\$ 133,196	\$ 40,000*
Penitentiary	Barrier Wire Fence	\$ 126,000	\$ 0
GRAND TOTAL		\$6,612,520	\$2,045,000*

*Appropriated from the Omnibus Land Income Fund



STATE PENITENTIARY
RAWLINS, WYOMING

DUANE SHILLINGER
WARDEN

I. INTRODUCTION - AGENCY OVERVIEW

Wyoming State Constitution, Article 7, Section 18, and related Statutes establish the Wyoming State Penitentiary and define its functions. Article 7, Section 18, states that:

"Such charitable, reformatory and penal institutions as the claims of humanity and the public good may require, shall be established and supported by the State in such a manner as the Legislature may prescribe. They shall be under the general supervision of the State Board of Charities and Reform, whose duties and powers shall be prescribed by law."

Prior to Wyoming statehood, convicted territorial felons were incarcerated in the Territorial Prison at Laramie, Wyoming. The Territorial Legislature, in 1888, appropriated \$120,000.00 for the construction of a State Penitentiary. An additional \$70,000.00 was later appropriated in order to complete construction of this facility.

The Territorial Prison, constructed following Congressional action on January 23, 1873, was replaced by a State Penitentiary in December, 1890. The original State Penitentiary, located within the city limits of Rawlins, (Carbon County), Wyoming and located on approximately 65.31 acres of land, was used to confine adult male offenders until September 10, 1981, when the inmate population was moved to a new State Penitentiary located to the south of Rawlins.

Construction of the presently occupied penitentiary began in June, 1978--after \$500,000.00 planning funds were appropriated in January, 1976, and after 25 million dollars were appropriated during the 1977 Legislative sessions. As discussions began regarding the eventual location of a new penitentiary, thought was given to locating the penitentiary in or near a community college; however, State Constitution revisions would have been necessary to locate the penitentiary in any county other than Carbon County. Eventually, three (3) possible locations were selected; and of the three (3), a construction site--described as Section 28, Township 21 North, Range 87 West of the Sixth Principal Meridian in Carbon County--was purchased from the Union Pacific Railroad and the Bureau of Land Management at a cost of \$159,940.00. The amount paid to the Union Pacific Railroad was \$158,340.00 while the Bureau of Land Management received \$1,600.00. A total of 980 acres was purchased for the new penitentiary.

Actual construction of the new Wyoming State Penitentiary began in June, 1978, and during the construction period, additional funding was appropriated in January, 1978, in the amount of \$2,700,000.00, in January, 1979, in the amount of

\$3,502,500.00, to complete construction and provide furnishings for the new facility. In April, 1981, the State of Wyoming accepted the new facility.

In early 1981, the City of Rawlins, Wyoming, annexed the new penitentiary and on May 29, 1981, the Department of Fire Prevention and Electrical Safety issued a conditional use permit which enabled the penitentiary administration to transfer inmates to the new facility. On June 1, 1981, the first inmate was transferred to the 48 cell maximum security unit. By July 7, 1981, 133 inmates had been transferred, and by September 10, 1981, the remaining 313 inmates were transferred. The first unit to be occupied was the maximum security facility which was used to house protective custody inmates, disciplinary segregation inmates, and 96 inmates of varying classification who were placed in work assignments necessary for completing work prior to the total occupancy of the new prison.

In the years 1982-1985, various additional changes were made in the penitentiary configuration: July, 1982, three temporary trailers were purchased and used to house six trustees; February, 1983, a temporary 24-man modular was purchased and installed within the minimum unit facility; March, 1983, a second 24-man modular was installed in the minimum unit, making the total trusty population 104 - 56 men in the dormitory, 48 in the modular units; June, 1983, a third modular unit, designed to provide visiting and recreational opportunities for trustees living in the 24-man modular housing units, was added - and immediately used for emergency housing of "overflow" inmates in the minimum unit; October, 1983, the permanent west tower was completed and placed into operation; January, 1984, 24 cells in the medium unit were modified to become double cells; July, 1984, the Penitentiary-constructed south tower became operational, providing a permanent second point of site observation for security personnel; and in February, 1985, a 20-man modular unit was added to the medium unit.

1986 saw the additions of more new housing units than any year since the penitentiary's opening in 1981, as the permanent additions approved by the 1984 State Legislature were completed. In February, the 20-man work release unit, as well as the two-unit family visiting center, was opened. Two 24-man units in the maximum security unit, one 24-man unit in the medium security unit, and the 6-man death cell (D Block) units were completed in March, 1986 and the final 24-man unit in the medium unit was occupied in April, 1986. With these new additions, the penitentiary's housing capacity became:

Maximum Unit	A Block	120
	B Block	96
	C Block	72

	D Block	6 (attached to C Block)	
		<u>294</u>	
Medium Unit	A Block	120	
	B Block	120	
	Modular	<u>20</u>	
		260	1]
Minimum Unit	Dormitory	56	
	Modular I	24	
	Modular II	<u>24</u>	
		104	2]
Reception/Assessment			
	East Wing	16	
	West Wing	<u>16</u>	
		32	3]
Work Release Building		20	
	TOTAL CAPACITY	710	4]

- 1] Does not include 24 cells doubled up for emergency housing capability.
- 2] Does not include 10 man emergency bunking capability of modular 3.
- 3] Does not include 10 cells in the penitentiary infirmary.
- 4] Family visiting center not included in this total.

During the past year, 1987, inmate population growth continued to be the single prevalent factor in penitentiary planning and programming, affecting every facet of the agency's operation. Housed population (that is, those inmates actually living within the penitentiary "walls") was at 677 July 1, 1986, or 95.4% of housed capacity. Throughout 1987, the inmate population varied with the numbers transferred to the Honor Farm, to Community Correctional Centers, to other states, and most significantly, to early parole as approved by the Parole Board and the Governor. It must be noted, however, that for the year FY 1987, the penitentiary averaged 27.5 new inmates received, 15.0 inmates discharged each month, a difference of 12.5 inmates; it would be just a matter of time before the resources to accept the inmates from the prison would, themselves, be at capacity and no longer able to accept inmates. That point was

reached, at least temporarily, in early July, 1987, when housed population reached 700 (for the first time ever) July 6th. Population continued to grow, totalling 713 (3 inmates over the new capacity!) by July 31st, an increase of 36 inmates (5.3%) from the past year. With continuing inmate population growth a surety, but with no long-term state correctional plan either in effect or apparently being formulated, it is certainly of vital long-range importance that the issue of overcrowding at the prison be addressed and that this must begin as soon as possible!

A summary of penitentiary operations by program for the past year is contained in Sections II through IX.

A. STATEMENT OF PENITENTIARY PHILOSOPHY

The philosophy statement which appeared in the 1985 annual report remains as an appropriate summary of thought which directs the Wyoming State Penitentiary employee contact with the inmate population.

"Traditionally, penitentiaries have been awarded the task of separating criminal offenders from society; however, society has not often reflected upon the fact that the majority of offenders would soon return to the communities from which they were sentenced. Further contributing to this dilemma, is the fact that the prison system has been traditionally, and perhaps unintentionally, successful in teaching inmates merely how to live in prison as opposed to providing skills needed for a successful non-prison life. The net result of this conflict can be measured in terms of a high recidivism rate and an equally high financial burden upon the taxpayer whose money is necessary for prison operation.

Considering the fact that the Wyoming State Penitentiary according to State Statutes and court sentencing orders, must provide the function of security (i.e. isolate the more dangerous criminal from society, ensure that the offender serves his imposed sentence, and provide him protection while he is incarcerated) integration into the community is not an easy task to achieve. Nevertheless, the Wyoming State Penitentiary does align itself with the philosophy that behavior can change provided learning situations are available to offer alternatives to criminal behavior. The Wyoming State Penitentiary recognized the fact that most incarcerated offenders have long histories of failure-oriented behavior, and opportunities made available within the prison are designed to provide the offender with a sense of responsibility to himself and his community.

The Wyoming State Penitentiary further recognizes the fact that the traditional prison system, with its often debilitating inmate environment and social system, does not provide the individual offender with necessary safety precautions or protection and rehabilitative incentive. Subsequently, it is the Wyoming State Penitentiary's purpose to maintain, as much as possible, an environment free of criminal behavior in order that the offender may be required to exert only minimal effort for self-protection while using maximum effort for self-betterment."

B. PENITENTIARY DESIGN

Pertaining to the design of the penitentiary, four basic units have been structured to provide for specific correctional objectives. A summary of these four units and the perimeter security system are as follows:

1. Physical Plant

a. Administration and Reception/Assessment Unit

i. Administration Facilities:

- Business Office
- Personnel Office
- Central Records Office
- Training Office
- Reception Desk
- Warden's Office
- Central Service Deputy Warden's Office
- Telephone Relay Room
- Central Mail Room
- Clerical Employees' Office
- Central Facility Switchboard
- Security Captain's Office

ii. Reception and Assessment Unit

- Central Control Station

- Fingerprinting and Identification Room
- Receiving Cell Unit (1 cell)
- Reception and Assessment Housing Unit (32 Cells)
- Holding Cells
- Infirmary (including 5 1-man cells, 6-man ward)
- Assessment employees' offices (i.e. psychometrist, counselor, chaplain, program managers)

b. Central Services Unit

- i. Minimum Security Housing Unit (56 rooms)
- ii. 2 Minimum Security Modular Housing Units (24 rooms per unit)
- iii. Minimum Security Modular Recreation/ Emergency Housing Modular (10-man capacity)
- iv. Central Kitchen--Butcher Shop, Bakery, Dining Room
- v. Maintenance Department
- vi. Motor Pool
- vii. Refrigeration and Cold Storage Area
- viii. Dry Food Commodity Storage
- ix. Central Warehouse
- x. Heating Plant
- xi. Laundry Facility
- xii. Entrance Point Security Station
- xiii. 20-man work release unit
- xiv. 2 Mobile Home Units comprising the Family Visiting Center

c. Medium Security Unit

- i. Administrative Facilities:
 - Deputy Warden's Office
 - Associate Warden's Office
 - Security Supervisor's Office
 - Reception Desk
- ii. Central Control Center
- iii. Shift Commander's Office
- iv. Visiting Room
- v. Counseling Center
- vi. Housing Units
 - Cell Block A - 120 Cell Unit (including 2 12-man double-housing wings for emergency housing)
 - Cell Block B - 120 Cell Unit
 - Two Holding Cells
 - 20-man Modular Unit
- vii. Auxiliary Kitchen and Support Services
- viii. Canteen
- ix. Gymnasium
- x. Vocational Program Areas
- xi. Academic Education Areas
- xii. Library
- xiii. Recreation Yard
- d. Maximum Security Unit
 - i. Administrative Facilities:
 - Deputy Warden's Office
 - Associate Warden's Office

- Security Supervisor's Office
- Reception Desk
- ii. Central Control Center
- iii. Shift Commander's Office
- iv. Visiting Rooms
- v. Counseling Center
- vi. Housing Units:
 - 72 Cell Maximum Security Unit (C Block)
 - 6 Cell "D Block" attached to C Block
 - Cell Block A - 120 Cell Unit
 - Cell Block B - 96 Cell Unit
 - Two Holding Cells
- vii. Auxiliary Kitchen and Support Services
- viii. Canteen
- ix. Gymnasium
- x. Outside cage/exercise area for C Block/
D Block inmates
- xi. Academic Education Areas
- xii. Library (including "branch" law library)
- xiii. License Plate Manufacturing Area/Sign Shop
- xiv. Mattress Manufacturing Area
- xv. Garment Manufacturing Area
- xvi. Recreation Yard
- e. Perimeter Security

A main entrance gate controls the flow of traffic in and out of the prison compound. The main entrance gate is also the main storage area for the penitentiary's armory.

A computer system monitors fire alarms, smoke alarms, and door intrusions.

Two, twelve (12) foot perimeter fences, spaced twenty-five (25) feet apart, surround the medium and maximum security units. Anchored razor-wire is laid between the 12-foot fences on the outer perimeters of the maximum and medium unit.

Two 64-foot observation towers on the west and east side of the facility, respectively with 360° observation capability.

A permanent all weather observation tower on a 50 foot hill directly south of the facility, offering excellent site visibility.

C. PENITENTIARY OBJECTIVES

Inasmuch as the majority of the inmate population will be released from prison within 3 to 5 years following sentencing, the prison must maintain programs and activities that may have some influence in reducing the offenders' use of criminal or asocial behavior. Further, considering the idea that the offender is placed in the penitentiary as punishment rather than for punishment, the penitentiary is obligated to provide program opportunities for inmates. Then, considering the fact that the majority of offenders are only temporarily removed from the community and will thus return to the community, the penitentiary is aligned with the thought that the offender must not be released from prison as a dangerous person.

For those inmates who do require long-term incarceration, the penitentiary must provide the type of secure detention that will minimize the possibility of escape of the more dangerous felon.

Finally, all offenders and employees must be ensured of a safe environment in which to live and work.

In order that the penitentiary may properly serve the correctional needs of the State of Wyoming, the following objectives have been emphasized:

1. Proper care, maintenance, and use of prison facilities, supplies, and appropriated funds;
2. Practical and efficient use of employees who occupy allocated positions;
3. Humane treatment of inmates while also providing inmates with constructive activities throughout their incarceration;

4. Classification of inmates in such a manner so as to provide inmate with security levels to meet individual needs;
5. Create opportunities whereby the inmate may become financially responsible for his maintenance and upkeep as soon as possible after his incarceration;
6. Provide additional technical training for inmates, especially in the areas of computer operation, computer repair, and television programming;
7. Provide additional counseling, especially in the area of drug/alcohol abuse and sexual deviancy, for inmates;
8. Conscientiously apply classification processes in order to reduce any inmate threat to the community, especially as related to minimum security programs;
9. Apply modern correctional techniques regarding integration of the offender into the community in accordance with provision of court orders, work release eligibility, and parole eligibility;
10. Use of community and state resources as a means to increase operating efficiency;
11. Emphasize security processes in order to maintain a safe and secure institution;
12. Increase employee efficiency levels through training and work experience;
13. Research a variety of classification alternatives in order to provide functional housing and program assignments for inmates; and,
14. Research, collect, and analyze operating data regarding the new facility with particular emphasis being placed on achieving the most economical operation possible. Further, such information will be used to achieve optimum and effective use of the new facilities during all types of operating conditions.

The penitentiary continues to emphasize the objectives related to minimizing criminal activity within the prison. Specifically, man hours have been used for the purpose of eliminating drug traffic and drug use within the institution. Further, ongoing efforts continue to eliminate inmate profiteering, gang activity, predatory behavior, and general inmate disruption.

With prison riots becoming increasingly widespread throughout the United States, the Wyoming State Penitentiary has developed a series of objectives designed to serve specifically as a means to prevent a riot or serious operational disruption. Those objectives, appearing in previous reports are as follows:

1. Increased staff-inmate communications;
2. Thorough documentation and analysis of current inmate disruption and violence;
3. Additional innovative programs designed to reduce monotony and increase morale;
4. Additional measures to minimize inmate chemical use;
5. Additional measures to reduce availability of weapons for inmate use;
6. Additional measures to reduce overcrowding;
7. Recommendations, as necessary, made to the Board of Charities and Reform and the Attorney General;
8. Transfer of disruptive inmates to the Federal Prison System;
9. Additional security for protective custody inmates;
10. Detailed reports regarding overcrowding and inmate disruption prepared for the Attorney General and the Board of Charities and Reform;
11. Alert city, county, and state law enforcement agencies and provide these agencies with written emergency procedures;

Throughout the coming year, emphasis will continue to be placed in the following areas:

1. Continued efforts to reduce unnecessary spending and to live within the governor's mandated spending limitations and to maximize use of allocated funds;
2. Evaluate and consolidate existing positions to reduce staffing levels by 5% (per Governor's mandate).
3. Continued landscaping projects;
4. Continued documentation of equipment failure and building damage;

5. Maintain strict preventative maintenance programs for all mechanical systems;
6. Increase frequency of emergency training drills for employees and inmates;
7. Increase overall training opportunities for employees.
8. Initiate and computerize a coordinated inmate demographic information system;
9. Integrate as many functions as possible into computerized standard reporting formats, providing accurate, consistent, and updated information to other user-agencies.

II. OPERATIONAL SUMMARY

While the additional 122 newly constructed cells, made possible by the 1985 capital outlay appropriation, temporarily eased the overcrowding issues, the institution has remained at or beyond capacity limits. Emergency housing provisions, such as double cell occupancy and use of modular housing, has provided some relief, yet such provisions, while yielding bed space, also result in an ever growing facility. For example, penitentiary capacity in June, 1981 (when the facility was occupied) was 526; now, on June 30, 1987, capacity, including modular units, new construction, double cell occupancy, and use of holding cells as long-term living areas, has reached 710. As the net growth rate continues to reflect monthly increases, the State of Wyoming has little choice other than to consider expansion of facilities for the convicted adult male.

Interestingly enough, the 1987 fiscal period reflected a variety of thought being given to Wyoming corrections alternatives. While no specific plan has yet been approved, such options as additional community centers, work camps, forestry camps, a training center for young offenders, a privately managed prison, and variations of the correctional process by the private sector have been considered and remain in a status of research.

Existing community centers, now numbering three (3)--located at Casper, Cheyenne, and Greybull--have served seventy-four (74) inmates transferred from the penitentiary to the centers. The centers provide a valuable pre-release opportunity for those inmates serving a nonviolent crime with six (6) months remaining until discharge. Of the 74 inmates assigned to the community program, 12 have violated conditions to an extent requiring removal from the program (refer to community center

section for further details). While questions might be raised regarding the failure rate, it should be remembered that of the institution's 63% nonviolent offenders, the vast majority are in the institution because they have either violated probationary provisions and/or because they are recidivists. Thus, candidates, for the community centers, who are selected from the penitentiary population have exhibited a rather well established pattern of asocial behavior. Further, many of the nonviolent offenders do have a pronounced history of chemical abuse, and a return to chemical use once in the community center has been reason for failure while in the program. Plans to develop a pre-community program orientation and indoctrination process are now nearly finalized. It is hoped that the orientation and indoctrination program will serve to embellish coping skills prior to an inmate's placement in a community center. At any rate, the community centers are developing into valuable corrections alternatives.

Complicating management of the overcapacity institution are the executive branch of government's requests to trim personnel positions by five (5) percent (a number equal to 13 positions), and to trim the standard budget by four (4) percent (a number equal to \$1,400,000). The penitentiary administration has identified eleven (11) of the thirteen (13) positions for elimination, and an examination of operations is ongoing to identify the remaining three (3) positions. The four (4) percent standard budget reduction will be effected, but questions regarding the institution's ability to provide for the security, custody, and care needs of the increasing population will be answered only after actual operations serve to test the administration's ability to operate with reduced funds and reduced positions. In essence, reduced expenditures and reduced positions are not correlated with reductions in the inmate population, in fact, the opposite is true.

Some employee morale issues have been evident throughout the report period as employees have well been confronted with no pay increases, yet living expenses in the Rawlins area increase systematically. Too, employees have not been necessarily enthused with reductions in work force while work pressure and threat to personal safety increases with the increased inmate population. All departments despite heavy and stressful work load, remain highly productive and efficient, although several departments, such as counseling, security, food service, and health service are understaffed.

Notable facility improvements throughout the report period include the following:

1. Completion of construction and implementation of the new boiler complex;

2. Additional landscaping and planting of vegetation;
3. Completion and implementation of the new east observation tower;
4. Completion and implementation of the family visiting complex;
5. Completion of drainage corrections west of the maximum security unit;
6. Improvement of perimeter fence security lighting;
7. Improvements of "in-house" television system;
8. Improvements made in processes to afford additional employees to participate in the training programs;
9. Improvements made in the sexual offender and drug abuse programs;
10. Improvements made in the reception and assessment processes.

Inmate morale and cooperation have remained excellent throughout the report period. No major incidents of violence were reported, however, a variety of lesser rule infractions, ranging from possession of contraband to isolated physical confrontations were processed. Noteworthy is the fact that the Wyoming State Penitentiary continues to operate with less than ten (10) percent of the population assigned to a segregation status.

Overcrowding conditions have created a situation where for too many inmates are without meaningful assignments, but every effort is being made to ensure that educational, vocational, and recreational programs remain available. Further, so as to reinforce community responsibility, inmates are involved in as many decision-making processes as possible.

Overall operating costs during the fiscal period have increased by only one half of one percent compared with the previous period's 9.8 percent decrease. This slight increase, anticipated to have been higher, is surprising when considering the increase of inmate population and associated custody and care increases. Overall inmate costs per day decreased from \$38.05 per day to \$34.50.

Objectives for the 1988-89 fiscal period include:

1. Increased training for employees;

2. Attempts to compensate with salary increases those employees who are performing extra work as a result of the position decreases;
3. Attempts to establish an industry within the penitentiary that will benefit inmate, employee, and the State of Wyoming;
4. Continue to correct building settlement problems;
5. Correct utility tunnel deterioration;
6. Expand community corrections placement;
7. Aid in the development of additional options to incarceration (ie. forestry camp, work camp, special alternatives, and/or a combination of such ideas);
8. Continue to improve institutional programming for inmates;
9. Computerize reception and assessment processes;
10. Expand assessment and classification processes so as to meet demands that may arise as a result of classification requirements for community programs and other alternatives to incarcerations;
11. Continue to analyze operations so as to determine in what manner employee positions can be fully utilized, considering position reductions, so as to maintain the levels of production efficiency necessary to effect safety, security, and order.

Penitentiary work, consisting of grounds upkeep, at the old prison facility has continued throughout the fiscal period. The old buildings continue to deteriorate, and much work is now necessary to correct fire and building code violations.

During the report period a film company produced a movie at the old prison. As much assistance as economically feasible was provided the film company. One (1) inmate did have a speaking part, and on at least three (3) separate occasions, large groups of inmates were taken to the old facility as "extras." At any rate, the penitentiary did contribute valuable employee time and resources to assist the film company. Much valuable experience gained in this particular venture will contribute to better relations with future film companies.

III. PERSONNEL SUMMARIES AND STATISTICS

The following are summaries of departmental activities during fiscal year 1987.

A. Personnel Department Major Responsibilities

1. Provide applicant recruitment and selection in accordance with Department of Administration and Fiscal Control and Board of Charities and Reform regulations;
2. Provide services which may result in employee retention;
3. Provide services as required in processing personnel actions, payroll, insurance forms, and Workers' Compensation;
4. Review position classification and compensation levels;
5. Interpret and implement State Personnel rules;
6. Organize and implement penitentiary personnel policies and procedures;
7. Coordinate payroll data with the State Auditor's office and the Department of Administration and Fiscal Control;
8. Process position additions, deletions, and reallocations;
9. Maintain personnel files on current and past employees;
10. Maintain a current "State Vacancies" file;
11. Provide informative counseling for all employees on State benefits.

B. Position Status During Fiscal Year 1987

This past fiscal year the prison again experienced a significantly high attrition rate though there was a slight improvement from FY 1986's rate. FY 1987 had 63 personnel separate from state service--24% of the 264 authorized positions. This represents a 1% decrease from the 25% turnover (66 positions) in FY 1986. The continued high rate of employee turnover remains a significant waste of time and resources expended in training staff personnel. To better illustrate the high turnover rate and some of the reasons given, the following statistics are provided.

1. Monthly Breakdown of Separations

<u>Month</u>	<u>FY 1986</u>	<u>FY 1987</u>	<u>Difference</u>
July	18	9	- 9
August	8	7	- 1
September	3	7	+ 4
October	1	5	+ 4
November	2	2	0
December	2	3	+ 1
January	7	4	- 3
February	6	5	- 1
March	4	1	- 3
April	5	3	- 2
May	5	13	+ 8
June	<u>5</u>	<u>4</u>	<u>- 1</u>
TOTAL	66	63	- 3

2. Reasons Given for Separation:

	<u>Security</u>	<u>Non-Security</u>	<u>Total</u>
Other employment	13	11	24
Dissatisfied with work environment, agency, or pay	12	9	21
Family reasons	1	4	5
Health reasons	2		2
Other Personal reasons	2	1	3
Other reasons	4		4

Retirement	2	1	3
Deceased	<u>1</u>	<u>—</u>	<u>1</u>
TOTALS	37	26	63

The above figures clearly indicate a dissatisfaction with the area, work environment, pay and bleak prospects for improvement for state employees. It should be noted that security was the department hardest hit by turnover--approximately 59% of the total agency attrition was in the security department.

Also, the increased uncertainty which comes from rumors of budget cuts and reduction in force cuts has contributed a great deal to the personnel turnover. Employees are rightly concerned with the longevity of their jobs, future pay increases and the rising cost of living and they are constantly looking for jobs that will improve their lives and their family's lives. These concerns, coupled with the often experienced feeling that inmates' rights seem to command more attention than employees' rights make for a very bleak situation at best!

C. Work Force Composition

The following represents the composition of the penitentiary work force. The table indicates the number and percentage of the number of employees by sex and ethnic group as defined by the Equal Employment Opportunity Commission.

	White	Black	Hispanic	Asian	Amer.Ind.	Total
						By Sex
MALE	173 66%	0 0	30 12%	1 0.5%	0 0	204 77%
FEMALE	52 20%	0 0	7 2%	1 0.5%	0 0	60 23%
TOTAL	225	0	37	2	0	
RACE	86%	0	14%	1%	0	

D. Position Allocation

The number of positions allocated to the penitentiary as of June 30, 1987, total 264. This is the same authorized level as reported last year. A breakdown of the agency's positions are as follows:

Administration	7
Central Services	52
Health Services	7
Rehabilitation Service	20
Security:	178
- Captain - 1	
- Lieutenants - 9	
- Sergeants - 11	
- CDW I - 128	
- CDW II - 27	

TOTAL	264
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With an inmate population of 899 as of June 30, 1987, the ratio of inmates to the 264 authorized positions is 3.41 inmates to 1 employee. This ratio becomes more meaningful when calculated in respect to the various subdepartments. A breakdown of the inmate-to-employee ratio is as follows:

Administration	128.43 to 1
Central Services	17.29 to 1
Health Services	128.43 to 1
Rehabilitation Services	44.95 to 1
Security	5.05 to 1

As the inmate population increases, so will the ratio figures increase.

E. Overtime

Despite the attrition and the high ratio the prison witnessed a decrease in the amount of overtime utilized. Fiscal year 1986 showed an overtime amount of 5,594.75 hours. Fiscal year 1987 has an overtime amount of 4,575.00 hours or a decrease of 1,019.75 hours. The security force used 75.8% of all overtime hours. The major reasons for overtime in the security force are: transportation, training of officers, hospital duty and coverage for sick and vacation use. A continuing effort to reduce overtime is being made. This trend toward decreased overtime used changed abruptly in May, 1987, when the effects of the governor's 5% position cut began to be felt. Overtime in May, 1987, was up to 535 hours. Overtime in FY 1988, it is predicted, will increase from 200 to 300 % primarily because of the position cuts.

<u>Month</u>	<u>FY 1986</u>	<u>FY 1987</u>	<u>Difference</u>
July	530.50	204.50	-326.00
August	760.50	654.50	-106.00

September	540.00	582.00	+ 42.00
October	524.75	388.75	-136.00
November	631.25	279.00	-352.25
December	456.00	417.25	- 38.75
January	450.00	243.50	-206.50
February	367.50	161.75	-205.75
March	364.75	265.50	- 99.25
April	598.50	259.25	-339.25
May	167.50	535.50	+368.00
June	<u>203.50</u>	<u>583.50</u>	<u>+380.00</u>
TOTAL HOURS	5594.75	4575.00	-1019.75

F. Position Change Fiscal Year 1987

Some changes were made at the end of FY 1987 in a effort to better utilize and consolidate the personnel department at a reduced cost. This was done by reclassifying position #0021, Personnel Field Manager, class 2351, range 53 to Records and Communication Technician I. Position #0011, Personnel Operations Field Technician, class 2307, range 32 to Personnel Field Management Specialist I, class 2308, range 37.

Hopes for FY 1988 include training seminars for employees to better educate them and to help them understand their state benefits. Seminars are also planned for shift commanders and personnel in management positions to provide them with record keeping training in regards to payroll and Workers' Compensation.

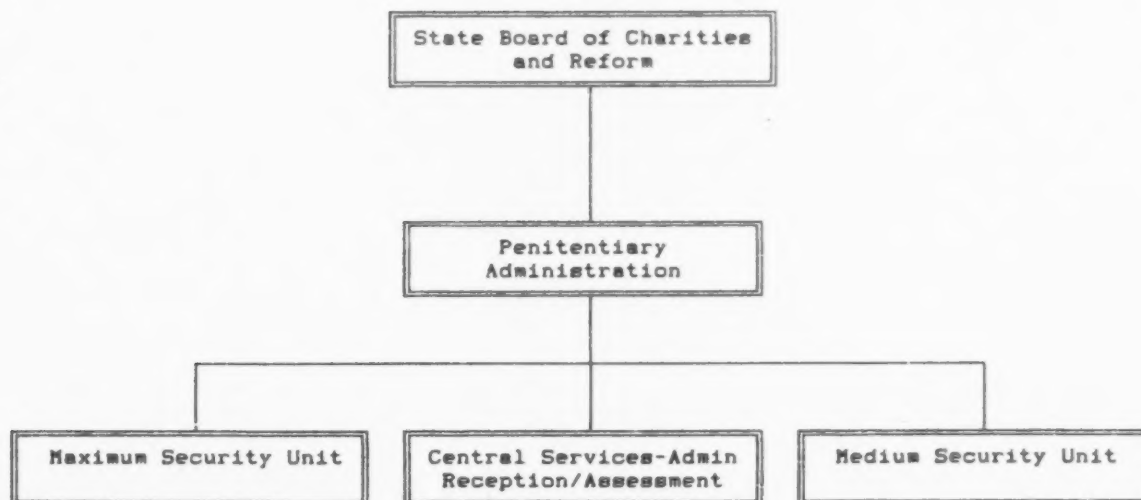
It is felt that well-informed employees are more satisfied with their jobs and they stay! From this the prison hopes to see an even greater reduction in the attrition rate and further reduction in overtime hours.

G. Organizational Charts

The attached organizational charts reflect the organizational status of the penitentiary:

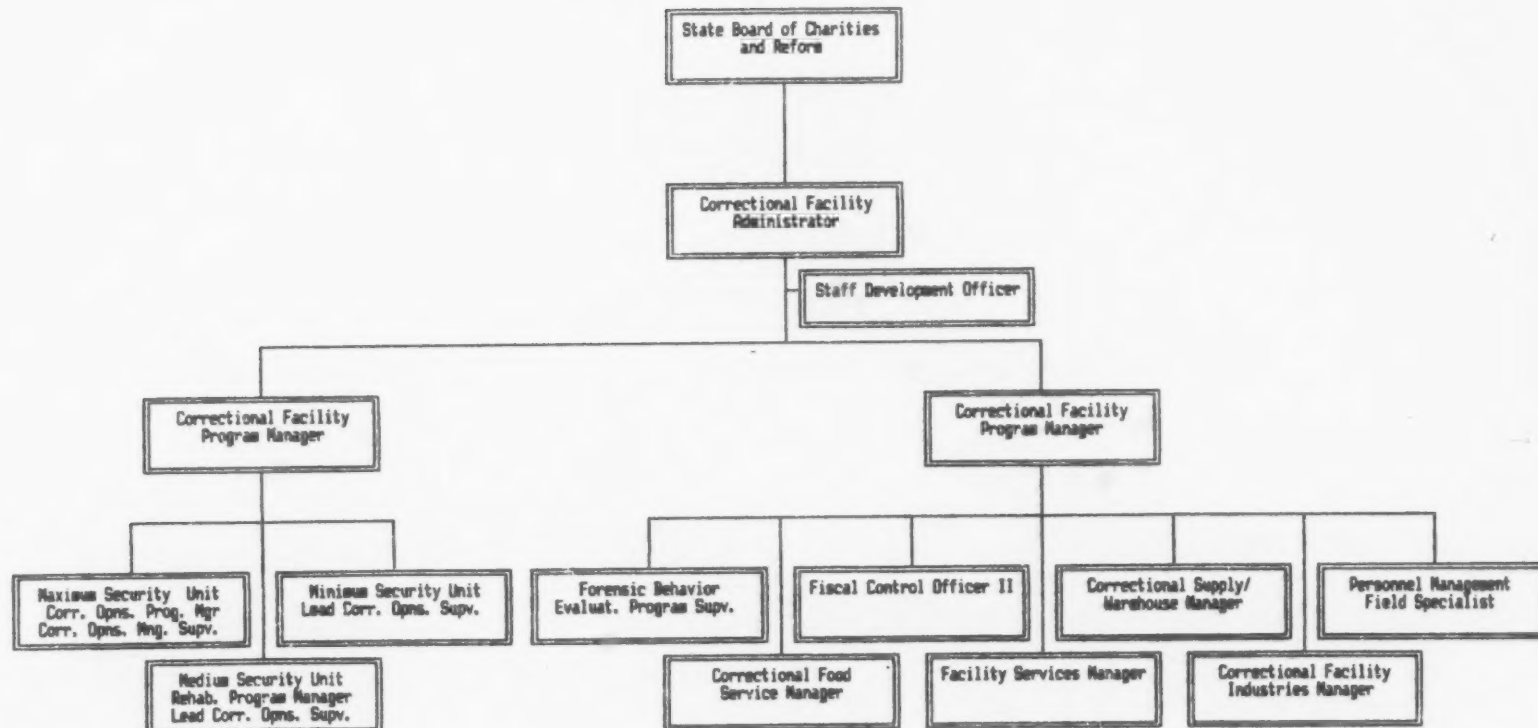
PENITENTIARY ORGANIZATIONAL CHART
JULY 1987

#1 Of 7



PENITENTIARY ORGANIZATIONAL CHART
JULY 1987

02 Of 7



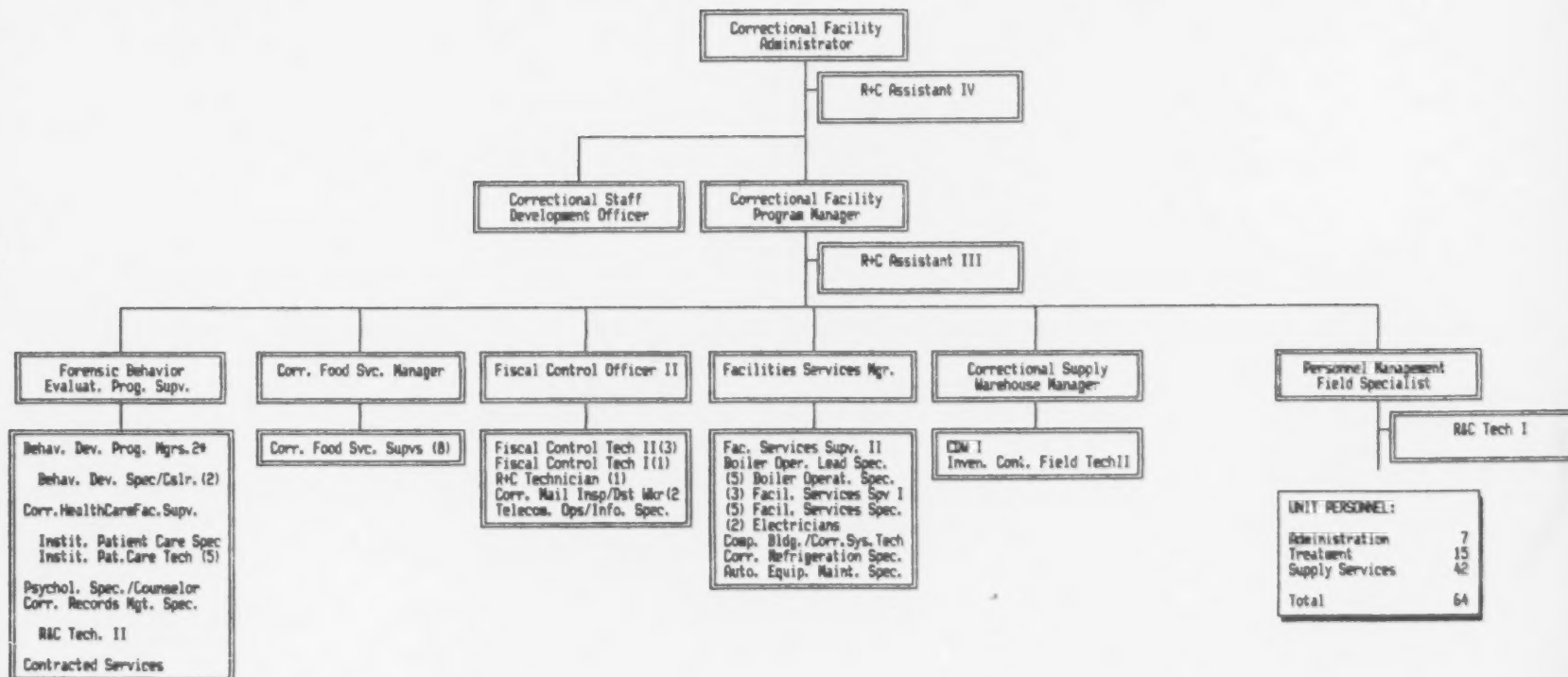
PENITENTIARY ORGANIZATIONAL CHART
ADMINISTRATION/CENTRAL SERVICES
JULY 1987

CONTRACTED SERVICES:

Physician
Dentist
Psychiatrist
Chaplin

83 of 7

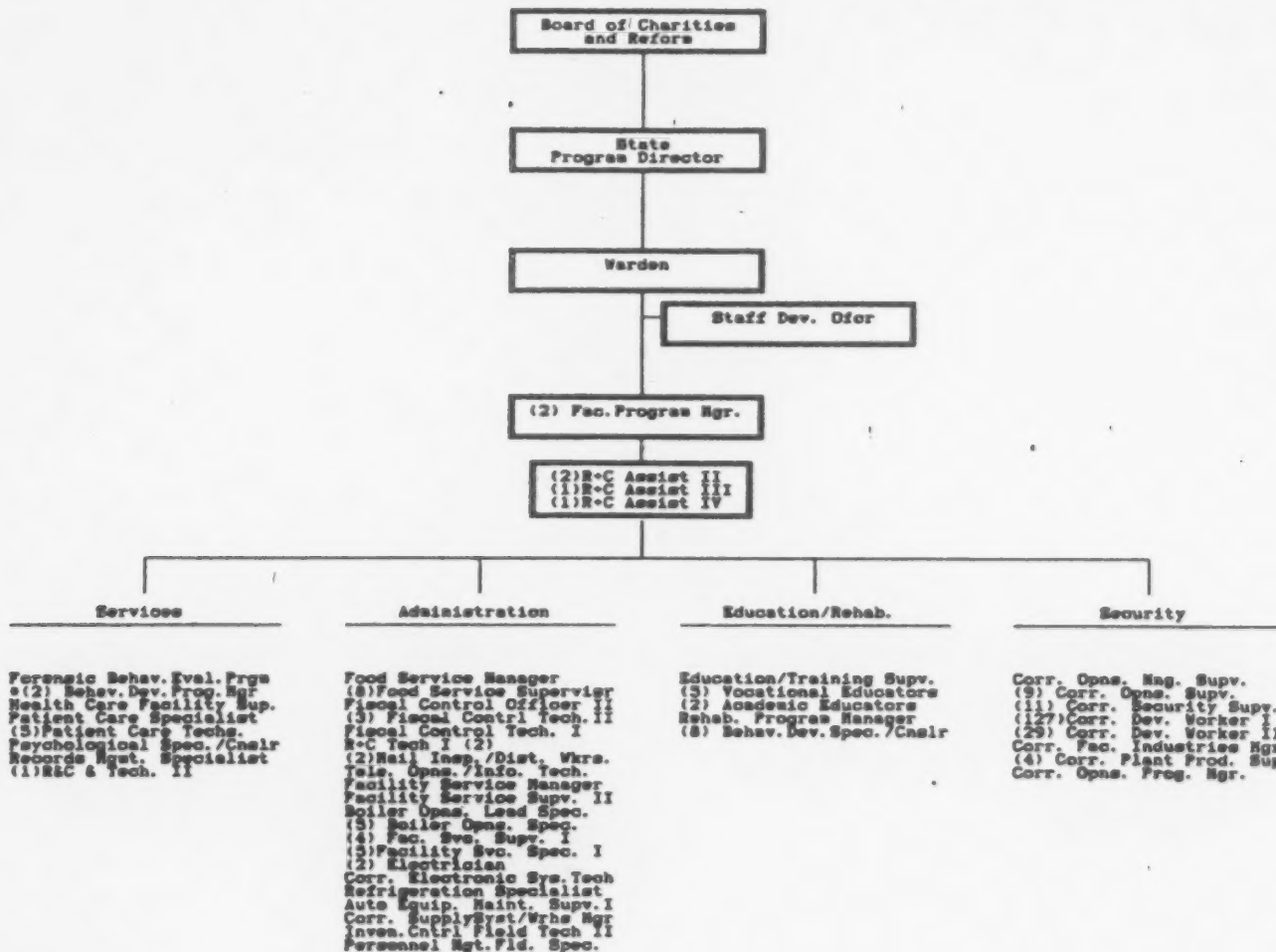
-36-



* = part-time

Penitentiary Organizational Chart
Positions by Service Area
July 1987

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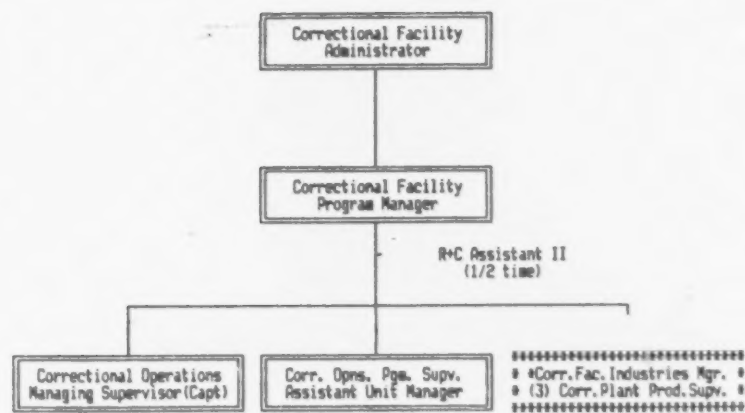


AUTHORIZED POSITIONS
262 Full Time
2 Part Time

WYOMING STATE PENITENTIARY
MAXIMUM SECURITY UNIT
July 1987

Unit Personnel: Admin. 4
Security 71
Treat/supply 8
Total 82

85 of 7



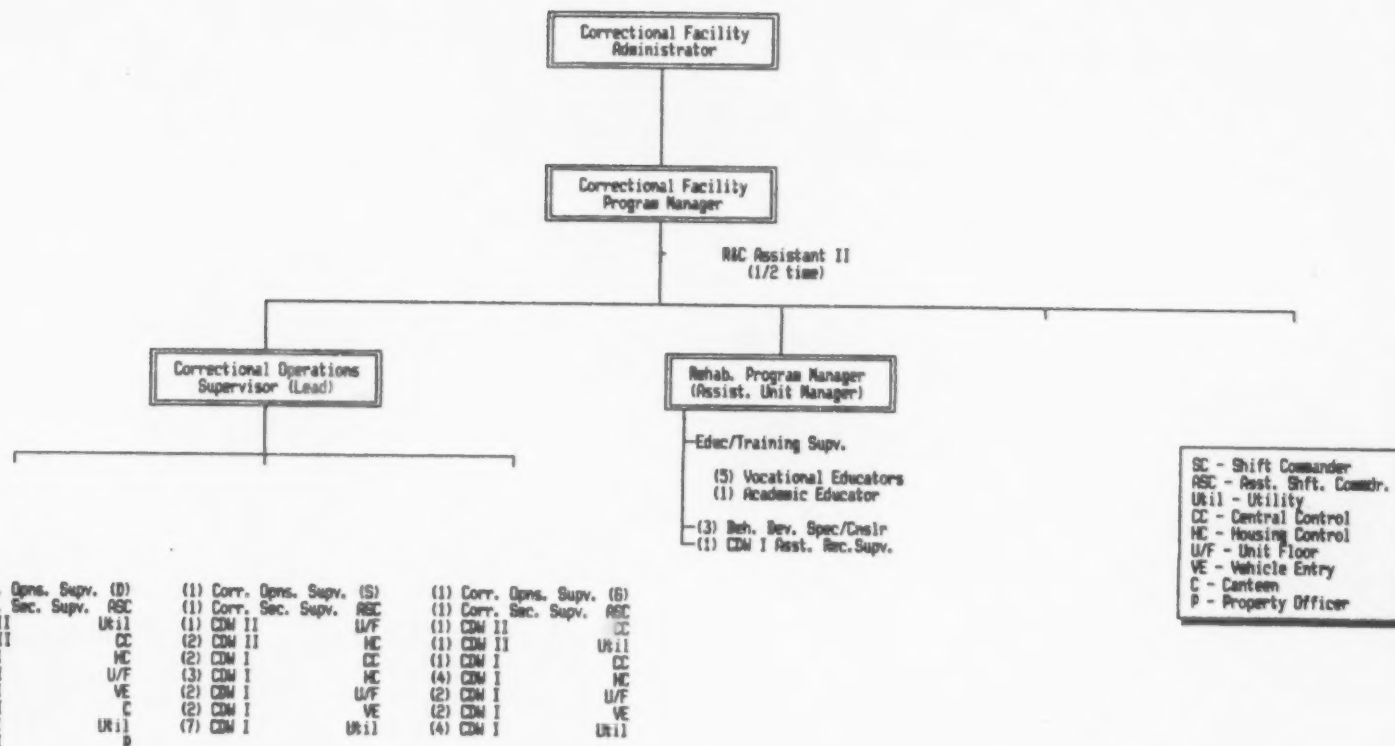
* Physically located in the Maximum Security area. Production is under Central Services.

(D) - Day Shift
(S) - Swing Shift
(G) - Graveyard Shift

WYOMING STATE PENITENTIARY
MEDIUM SECURITY UNIT
JULY 1987

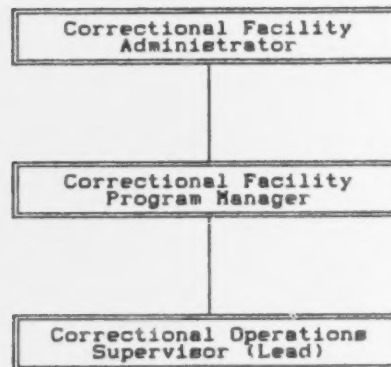
86 of 7

Unit Personnel: Administration 1
Security 64
Treatment 10
TOTAL 75



WYOMING STATE PENITENTIARY
MINIMUM SECURITY UNIT
July 1987

#7 of 7



(1) Corr. Sec. Supv. SC
(1) CDW II CP
(1) CDW II CC
(1) CDW II H
(1) CDW II Util
(3) CDW II HC
(6) CDW II Util
(3) CDW I U/F

(1) Corr. Opns. Supv. SC
(1) Corr. Sec. Supv. ASC
(1) CDW II CC
(1) CDW II HC
(1) CDW I CP
(2) CDW I Util
(4) CDW I U/F

(1) Corr. Sec. Supv. SC
(1) CDW II HC
(1) CDW II CP
(1) CDW I U/F
(8) CDW I Util

SC - Shift Commander
ASC - Asst. Shift. Comdr
CP - Check Point
CC - Control Control
HC - Housing Control
Util - Utility
U/F - Unit Floor

IV. TRAINING AND STAFF DEVELOPMENT

Training for FY 1987 showed an increase compared to the amount of training that was conducted in FY 1986: 11,655 hours of training in FY 1987 compared to 11,193 hours in FY 1986, or an increase of 4.1%.

The following summary reflects a total breakdown of all training conducted during FY 1987:

<u>TYPE OF TRAINING</u>	<u>SECURITY</u>	<u>HOURS</u>	<u>NON-SECURITY PERSONNEL</u>	<u>HOURS</u>
Staff Orientation	49	3,920	9	360
Intermediate Course	42	3,360	0	0
In-Service	57	642	21	165
Firearms	211	633	19	78
In-House specialized	96	768	61	488
In-State specialized	0	0	27	526
Out-of-State specialized	0	0	0	0
Defensive Driving	49	376	22	176
Emergency Drills	<u>74</u>	<u>148</u>	<u>6</u>	<u>12</u>
TOTALS	576	9,847	165	1,808

V. CENTRAL SERVICES

Wyoming State Penitentiary is designed to operate on a "central services concept"--that is, logistical support departments such as food service, maintenance, warehouse, laundry, and administrative support sections are centrally located, providing services to each of the separate security units.

Food is prepared, for example, in the central kitchen and trucked to the security units, where it is served on a hot steam line, "cafeteria style."

Laundry is taken from the security unit to the central laundry, sorted, washed, and returned to the units by truck.

The "central services concept" saves money in operating costs (operating one main kitchen vs three separate facilities), and in personnel costs (fewer positions required), and has proved efficient in operation. A summary of 1987 central services operations follows.

A. Fiscal Activities

Business office activity during FY 1987 remained quite stable with only two new employees. The latest audit by the State Examiner's office found no exceptions with the accounting for inmate funds. Areas of "suggested" improvement included: better accounting for the industry-type programs such as the sign shop; securing the toolroom (and tools) in the motor pool garage; various changes in inventory procedures for uniforms and canteen items; and finally, the preparation of formal procedural manuals for the business office, sign shop, and print shop.

As a result of the continual increase of the inmate population, the penitentiary's IBMPC-XT experienced a temporary overload until the data files could be expanded to the maximum of 1100 inmate accounts. Hopefully, expanded computer hardware can be purchased before an emergency situation develops (including club accounts) and the system is at 79% of total capacity.

The accounts payable section processed 3,786 documents during fiscal year 1987, paying invoices totalling \$5,692,924. The total budget available for FY 1987 excluding capital outlay was \$9,144,514 and of that amount \$543,169 (5%) was not spent but was carried forward to FY 1988 budgets.

The following are utility cost comparisons for FY 1987.

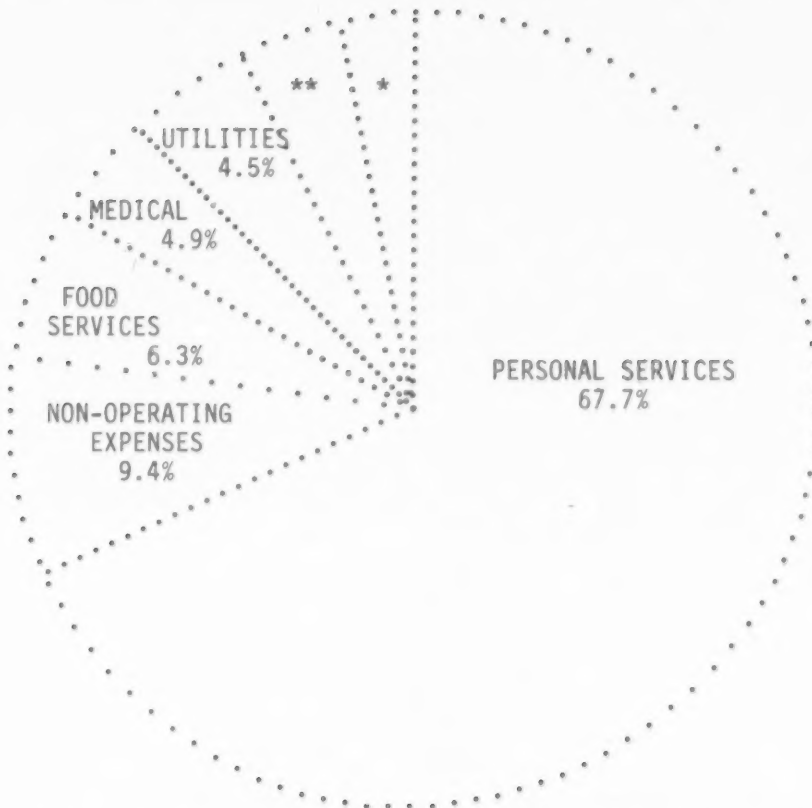
	<u>FY 1986</u>	<u>FY 1987</u>	<u>%Change</u>
Electric	\$236,511	\$244,276	+3.18
Coal	111,896	138,740	+19.35
Water	<u>24,404</u>	<u>34,936</u>	<u>+30.15</u>
TOTAL	\$372,811	\$417,952	+10.80

B. FOOD SERVICE OPERATIONS

As of June 30, 1987, the food service department has been fully operational for six (6) years. While the kitchens'

WYOMING STATE PENITENTIARY
APPROPRIATION BUDGET EXPENDITURE DISTRIBUTION

FISCAL YEAR 1987



TOTAL OPERATION EXPENDITURE FOR FY 1986 = \$9,550,132.00

TOTAL OPERATION EXPENDITURE FOR FY 1987 = \$9,607,791.00

** MISC. SUPPORT SERVICES - 3.7%

* GENERAL REPAIR & SUPPLIES - 1.2%

TRANSPORTATION - .5%

EDUCATION - .2%

CONTRACTED SERVICES - .5%

physical facilities continue to meet the prison's expanding needs, physical use and aging equipment have begun to take their toll. During the past twelve months, for example, many parts have had to be replaced. Two steam kettles, with larger capacities were replaced due to necessity; new stack ovens and replacement grills will be needed within several years, and additional baking ovens are also planned for the next biennium.

The continuing goals of the food service department are as follows:

1. To stay within the allotted budget while continuing with a balanced meal format;
2. To maintain and monitor all medically prescribed diets by physicians, as well as daily special diets in all four units;
3. To continue to meet and maintain sanitation standards above the required environmental regulations;
4. To continue to prepare and serve expanded menu formats, including more fresh fruits and fresh vegetables;
5. To continue with a training program for inmate workers in all kitchen areas to better train them for gainful employment upon release from their incarceration;
6. To prepare and serve hot, nutritious meals on the thermal trays for the Reception and Assessment Unit, as well as the segregated population in C-block.

In order to attain these goals the following policies and procedures will be emphasized.

1. Cost effective purchasing will be utilized. Specific sale items will be incorporated as they become available. The U.S.D.A. donated food items account for 20% of all food items served;
2. Continued training and education to all food service supervisors to meet special diets required by physicians;
3. Continued training of all food supervisors as well as inmate kitchen workers to ensure established health standards;
4. The food service department will use seasonal items such as fresh fruit and fresh vegetables for the benefit of inmate population;

5. The food service continues to use thermally-protected trays for segregated feeding. This provides an opportunity for portion control, eliminating dissatisfaction should one inmate be served a larger portion. The prison continues to prepare food for outside service organizations. The organization provides the raw foodstuffs and the inmate workers prepare the food, under supervision;
6. The food service staff provides combined food service experience of more than 120 years of experience. Constant on-the-job training gives all workers an equal opportunity to learn;
7. To assume that the food service department meets or exceeds all nutritional standards, set forth by U.S.D.A. and the A.C.A. for adult correctional facilities.

FOOD COST BREAKDOWN

<u>Month</u>	<u>Average Population</u>	<u>Cost of Items Delivered</u>	<u>Cost Per Man Per Day</u>
July, 1986	677	\$ 46,295.43	\$2.21
August, 1986	687	49,613.36	2.33
September, 1986	684	60,572.30	2.95
October, 1986	685	51,909.51	2.44
November, 1986	699	51,402.93	2.45
December, 1986	689	47,681.78	2.23
January, 1987	670	63,598.10	3.06
February, 1987	676	48,656.02	2.57
March, 1987	685	50,014.00	2.36
April, 1987	689	52,247.84	2.53
May, 1987	674	49,741.74	2.38
June, 1987	688	48,790.72	2.36
Yearly Average	685	\$620,522.73	\$2.48

C. Maintenance Department

The maintenance department has been involved in several projects throughout the past fiscal year.

Concrete underpinning was accomplished to the central service administration building foundation by Denver Grouting Company. This was necessary due to building settlement. After the foundation stabilization project was completed a new rubber membrane roof was added to the building. The maintenance department assisted the contracted firms with both the projects.

In October, 1986, the Rawlins City Street Department with the assistance of the penitentiary maintenance department paved the facility west parking lot. This project involved soil preparation and laying 20,500 square feet of asphalt.

In October, 1986, maintenance department employees began refurbishing the showers located in the inmate housing units. This is still an ongoing project.

In January, 1987, the maintenance department electricians completely re-wired the old three-story state home located at 7th and Walnut Streets in Rawlins. All electrical wiring and fixtures in this home are now in compliance with the state electrical code.

Maintenance department electricians programmed the penitentiary central computer processing unit to duty cycle the heating system components to the on/off position for several hours intermittently twenty-four hours a day to save the usage of electricity at the facility. This project was accomplished without the assistance of an outside contractor which required approximately fifteen thousand dollars to accomplish the same end result. The duty cycling of the heating system components is saving the facility from expending an average of 2500 K.W.H. per day and approximately seventeen thousand dollars monthly to date.

A new security tower was built by an outside contractor on the northeast side of the facility. The maintenance department was involved in the planning and inspection of this new unit.

The installation of a new I.B.W. 15,600 lb. per hour boiler was completed in March, 1986. The new boiler unlike the existing units is fired on fuel oil and provides a backup for the heating system should coal become unavailable or equipment failures develop on the two coal fired units.

Other maintenance department activities for the fiscal year included boiler and emergency power generator inspections, installation of new filter bags in the boiler flue gas filtering system, installation of approximately 350 feet of new sidewalls and several other grounds improvements.

Maintenance Department Objectives

Maintenance objectives for FY 1987/1988 include:

1. Facility building stabilization;
2. Improvements to the facility deteriorating utility tunnel system;
3. Improvements of grounds water drainage;
4. Continued improvements to facility grounds; and,
5. Continued research to reduce facility operating costs.

D. Warehouse, Inmate Initial Issue and Inmate Canteen Department

1. Warehouse

Warehouse operations provided inventory control, purchasing, receiving, documentation, storage and distribution of three major usage groups at the penitentiary: food service supplies, janitorial cleaning supplies and state issue supplies. These three major groups are divided as to their specific use in the penitentiary and physical storage area within the warehouse.

Food service supplies (the largest of the three major groups in man hours, inventory dollars and physical storage space) are all items utilized by the central kitchen and two satellite kitchens to provide nutritious meals to the entire inmate population. At the end of the fiscal year the warehouse stored \$142,087.63 in food service supplies.

Janitorial cleaning supplies include all security approved chemical cleaning supplies, cleaning equipment and paper products utilized at the penitentiary to provide a clean and healthy environment. At the end of the fiscal year the warehouse had on hand \$32,463.39 in janitorial cleaning supplies.

State issue items provided for the general needs of the inmate population. Included in the state issue items are hygiene items, such as toothpaste and bath soap, which are provided to the entire inmate population on a monthly basis. In addition, all special clothing required for inmates in the various work areas is also provided. Finally, all "dress out" clothing, that is--clothing purchased for inmates being discharged--is purchased by and issued from the warehouse. The warehouse had on hand at the end of the fiscal year \$68,417.71 in state issue items.

Records of all warehouse stocked items (amounts received, stored and distributed) are recorded on a computerized inventory system. This computerized system is checked on a semi-annual basis with a complete physical inventory. At the end of the fiscal year the computer recorded 526 individual line items with an inventoried dollar value of \$242,968.73.

The warehouse also provided purchasing, receiving and distribution of items for each department at the penitentiary. These were requested items which were either purchased locally or ordered from various vendors.

The warehouse provided a monthly special commissary service to the inmate population. These are security approved items, such as civilian clothing, which are not sold by the canteens. These items are purchased from local merchants and charged to the inmate accounts.

2. Inmate Initial Issue

The following statistics represent items distributed as state issue to each new inmate.

COST PER INMATE

Toothbrush	1	\$	.53
Toothpaste	1		.42
Razor	1		1.35
Razor Blades	4 @	.06	.24
Soap	1		.18
Toilet Paper	1		.31
Socks	3 @	.60	1.80
Briefs	3 @	1.20	3.60
Sheets	2 @	4.80	9.60
Blankets	2 @	4.80	9.60
Pillow Case	1		2.00
Towels	2 @	1.64	3.28
Wash Cloth	1		.25
Shirts	3 @	4.00	12.00
Trousers	3 @	7.35	22.05
Coat	1		35.00
Boots	1		11.75
Drinking Glass	1		.50
Spoon	1		.09
Fork	1		.19
Comb	1		.10
Shampoo	1		.17
Laundry Bag	2 @	3.00	6.00
Mattress	1		34.37

Pillow

1

6.25

TOTAL

\$161.63

(Not included are Fish Tank coveralls at a cost of \$11.46 and Fish Tank slippers at a cost of \$2.95. These items are issued in the Reception/Assessment center and then returned for re-issue when the inmate is assigned to a unit.

3. Canteen (Inmate Store) Activities

The canteen operation consists of a canteen warehouse (located in the main warehouse) and inmate stores which are located in each of the three security units. These stores serve to provide a variety of items for sale to the inmate population such as tobacco products, canned goods, pop, health and beauty aids, pastries, snacks and magazines. The canteens are also used for the dispersal of monthly state issue items to the inmate population and for supplying canteen items to the reception unit, C-Block and protective custody populations.

Canteen operations are self-supporting. Items are purchased at wholesale prices and given a five percent mark-up for operating costs such as inventory, canteen equipment replacement and damage/loss. This year it was possible for the canteen operations to purchase new freezers for the minimum and medium unit canteens.

Net canteen sales for the year are as follows:
(FY 1986 figures for comparison are provided)

<u>Unit</u>	<u>FY 1986</u>	<u>FY 1987</u>	<u>% of Change</u>
Minimum	\$ 69,161.22	\$ 67,483.30	- .02
Medium	111,479.72	122,882.02	+10.00
Maximum	<u>105,588.35</u>	<u>122,465.00</u>	<u>+15.00</u>
TOTAL	\$286,229.69	\$312,830.32	+ 9.00

E. Inventory Control

This department works independently of all other units in keeping abreast of state penitentiary property, the location and the condition of fixed assets. Inventory control also keeps record of incoming shipments and usage of warehouse inventory. The agency requirements are:

1. Annual inspection of all state property--buildings and equipment. This ensures the location and condition of fixed assets;
2. To keep abreast of any change of status regarding state property. Each change of location or condition is recorded and proper forms are submitted to the state agency to update their master records;
3. Each incoming shipment which meets the state's requirements as a fixed asset is properly tagged with a state property number and then sent to the intended department;
4. Daily adjustments are entered into the computer as to the usage of warehouse inventory;
5. Weekly food cost reports, monthly USDA reports; and chemical, cleaners and solvent inventory reports are submitted;
6. Guard uniforms are ordered, received and issued;
7. Assistance in the operations of the warehouse and canteens as needed.

Applicable statistics regarding inventory control for 1987 are:

1. State penitentiary assets inspected annually numbered 4,436, buildings numbered 47, and warehouse items inventoried biannually numbered 541 with spot inventory checks and 30 USDA items inventoried monthly;
2. New fixed assets added to the inventory numbered 199, with 101 items being retired;
3. Shipments received = 1,987, down 1% from FY 1986. Distribution of shipments as follows:

Central Kitchen	32%	down 2%
Maintenance	22%	down 6%
Education	17%	up 6%
Industrial	11%	up 4%
Warehouse	10%	up 1%
Security	3%	down 1%
Administration	3%	no change
Athletic	1%	no change
Medical	1%	no change

4. Computer transaction adjustments averaged 541 daily.

F. Penitentiary Industries and Laundry Operations

The Wyoming State Penitentiary Industries Program, consisting of the License Plate Manufacturing Plant, Sign Shop, Garment Shop, and Print Shop emphasized the following objectives:

- Provide needed work situations for inmates
- Develop the type of industry work that will be of benefit to the institution and the state
- Establish work ethics for inmates
- Finish products in accordance with schedules
- Increase employee efficiency
- Develop new industry opportunities

1. License Plate Production

a. Equipment:

The tag plant replaced, rebuilt, and repaired its equipment in preparation of the 1988 production year, the actual plate production starting in November, 1986.

b. New Equipment:

In March, 1987, a surface grinder was added to sharpen the cutting dies for the blanking press. This reduced the waste factor some 95%.

The prison also placed on line a new air compressor as backup for the tag plant, textile shop and print shop.

c. Staffing:

During non-production years, the tag plant will employ 13 inmates which are assigned to clean and repair equipment and to make supplementary orders for the counties; during production, 45 to 50 inmates are employed.

d. License Plate Production by County - 1988 Orders:

<u>County</u>	<u>Total</u>
1	201,357
2	164,675
3	75,800
4	138,366
5	83,799
6	58,744

7	36,515
8	40,168
9	39,075
10	104,281
11	78,780
12	65,069
13	43,156
14	15,690
15	43,475
16	27,835
17	76,682
18	25,245
19	25,992
20	27,040
21	34,270
22	38,603
23	28,800

TOTAL	1,473,417
-------	-----------

- e. Total production with supplementary orders through June 30, 1987 - 996,241 plates.

2. Sign Shop

a. Equipment

With the expansion in sign shop sales, the older equipment is being replaced to improve the quality and efficiency of the shop and its operation.

b. Staffing

At the present time there are five (5) inmates working in the sign shop.

c. Production

i. Institutional

(a) Total institutional signs made during FY 1987 = 686 signs.

(b) Total cost = \$2,372.

ii. Non-Institutional Signs

(a) Total number of signs sold during FY 1987 = 1,601 signs.

(b) Total cost of production = \$8,438.67.

(c) Total profit = \$4,208.38.

(d) Percentage of profit = 33%
Total dollar value of plant production for
FY 1987 = \$15,019.05.

iii. Inventory

Inks - 138	\$ 2,586.65
Film Remover	3,284.62
Scotchlite - 20½ rolls	10,754.55
Miscellaneous:	3,284.62
Adhering solvent	
Aluminum	
Ulano - 40 tubes	
TOTAL	\$16,625.82

3. Garment Shop

a. Equipment

During the past fiscal year, only normal usage problems with equipment were experienced. Downtime on equipment has been reduced by improved methods of servicing.

b. Production

i. Garment shop production during FY 1987 was as follows:

	<u>1986</u>	<u>1987</u>	<u>Increase</u>	<u>Decrease</u>
Blue Shirts	1,695	1,784	5.25%	
White Shirts	245	46		81.2%
Green Shirts	452	415		8.2%
Pants	1,432	1,257		12.2%
White Pants	36	100	177.8%	
Sheets	1,760	1,130		35.8%
Pillow Cases	884	536		39.4%
Towels	1,739	1,221		29.8%
Rags/Wash Cloth	10,742	10,501		2.3%
Pillows	504	346		31.4%
Aprons	92	81		11.9%
Curtains	677	220		67.5%
Shop Jackets	32	98	206.3%	
C-Block Clothing				
Pants	50	315	53.0%	
Shirts	50	383	66.6%	
Presser Covers	76	10		86.9%
Mattresses	321	90		71.9%
Pajamas	31	37	19.4%	

Coveralls 143 127 Discontinued

ii. Total production during FY 1987 amount to 18,696 items; a decrease of 11% from FY 1986.

iii. At present the penitentiary has sold the following:

Boys' School in Worland - 30 dozen sheets \$1,800.

c. Staffing

The garment shop has seventeen (17) inmate employees with additional temporary inmate employees as needed and approved by the warden.

4. Print Shop

The shop is designed to provide not only a work area for inmates, but also an educational background in graphic arts. Certificates of completion are issued for 6 months to 5 years on the job training.

a. Equipment

i. The print shop is in the process of updating and repairing existing shop equipment.

ii. New equipment

During FY 1987 the following equipment was purchased:

Plate Burner
Defusion Processor
Art Waxer
Densitometer

b. Staffing

At present the shop employees twelve (12) inmates.

c. Production

During FY 1986 the print shop made 851,982 impressions. As of June 30, 1987, the shop has made 1,025,057 impressions, an increase of 20.3% over the previous fiscal year.

5. Laundry Operations

During the past fiscal year only normal usage problems with equipment have been experienced. Downtime has for the most part been limited to normal wear conditions.

a. Laundry Service Problems

i. Total laundry discrepancies for lost/damaged clothing for the maximum, medium, and minimum units has shown a 5% decrease during FY 1987 from FY 1986.

ii. Inmate Complaints

FY 1986 complaints averaged .05 to 1% monthly. FY 1987 complaints have decreased .02% to .05% monthly.

b. Wash loads

i. Washloads average as follows:

<u>FY 1986</u>	<u>Per Wash Day</u>	<u>FY 1987</u>	<u>Per Wash Day</u>
Maximum	1,365 lbs.	Maximum	1,275 lbs.
Medium	1,255 lbs.	Medium	1,302 lbs.
Minimum	851 lbs.	Minimum	738 lbs.
Reception	150 lbs.	Reception	185 lbs.

ii. There was an increase in the amount of wash per loads per unit from FY 1986 to 1987 in all areas except maximum and minimum units which shows a decrease.

Maximum unit showed a 6.59% decrease
Medium unit showed a 3.75% increase
Minimum showed a 13.23% decrease
Reception/Assessment unit showed a 23.33% increase

c. Laundry Staffing

The laundry inmate staff normally employes from 15 to 20 inmates, depending on placement needs. A full-time laundry (staff) supervisor was hired March 10, 1986, to oversee the laundry which has made a tremendous difference in operation.

d. Clothing Re-issue

At the present time, clothing for reissue is sufficient to meet the demands of the institution.

3. See attached charts.

LAUNDRY WEIGHTS & AVERAGES FOR 11 MONTHS
August 1, 1986 thru June 30, 1987

Unit	Total Weight	Average
A&O	13065 lbs.	136 lbs.*
Max.	122398 lbs.	1275 lbs.*
Med.	124985 lbs.	1302 lbs.*
Min.	54573 lbs.	569 lbs.*
Inf.	4639 lbs.	49 lbs.*
FVC	5074 lbs.	106 lbs.**
CCSO	2987 lbs.	63 lbs.**

ITEM TOTALS & AVERAGES

Item	Total Weight	Average
Pants	84163 lbs.	370 lbs.***
Shirts	29110 lbs.	128 lbs.***
Coveralls	5884 lbs.	62 lbs.*
Bags	139426 lbs.	612 lbs.***
Sheets	46657 lbs.	205 lbs.***
Blankets	27559 lbs.	121 lbs.***
Rugs	3715 lbs.	17 lbs.***
Re-issue	8530 lbs.	178 lbs.**
Blr room	6143 lbs.	64 lbs.*
Rags	27967 lbs.	123 lbs.***

Total 379154 lbs.

Average Per Month 34469 (11 months)

* Average based on 96 wash days per year.

** Average based on 48 wash days per year.

*** Average based on all (228) wash days.

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TOTALS BY UNIT:	*JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL WEIGHT
A&O UNIT	612	1007	1136	1467	1232	1261	886	992	1436	1498	952	1198	13,065
MAXIMUM UNIT	4703	9998	10423	12509	9554	12163	11381	10028	11907	11917	10091	12427	122,398
MEDIUM UNIT	3734	11244	10876	12735	8551	11817	10354	10548	12108	10973	12510	13269	124,985
MINIMUM UNIT	1491	5094	4356	5764	4187	5113	4898	4472	4493	5618	5461	5117	54,573
INFIRMARY	177	383	448	510	427	442	419	432	468	296	316	498	4,639
FAM. VIS. CEN.	249	427	525	584	402	508	401	356	444	500	490	437	5,074
COUNTY JAIL BKLS.	259	304	301	350	209	391	267	149	64	340	331	281	2,987
TOTALS BY ITEM:													
PANTS	2801	7688	7563	8350	6417	7605	6774	6670	7720	8067	8529	8780	84,163
SHIRTS	903	2367	2694	2912	2046	2819	2261	2272	2676	2924	3126	3013	29,110
COVERALLS	1626	384	458	613	477	646	425	447	567	743	342	782	5,884
BAGS	4480	11258	10984	14322	10619	13517	12866	11687	13501	13362	12993	14317	139,426
SHEETS	1626	4101	4484	4920	3695	4651	3919	3816	4402	4087	3983	4599	46,657
BLANKETS	1136	2629	2634	2811	2107	2703	2444	2286	2362	2435	2396	2752	27,559
RUGS	24	52	114	582	263	438	361	280	427	439	350	409	3,715
RE-ISSUE	91	621	1052	909	607	1260	589	664	586	1027	532	683	8,530
BOILER CLOTHES	167	338	522	567	567	814	510	492	631	703	467	532	6,143
RAGS	648	1653	2027	2642	2122	3230	2776	2875	3186	2657	2371	2428	27,967
TOTAL WEIGHTS:	13502	31091	32532	38628	28920	37683	32925	31489	36058	36444	35089	38295	379,154
WASHER LOADS #1	*****	160	162	171	146	182	159	155	173	174	173	156	1,811
WASHER LOADS #2	*****	159	165	127	141	177	159	153	173	174	170	155	1,753
WASHER LOADS #3	*****	0	0	0	0	0	0	0	0	0	0	0	77
WASHER LOADS #4	*****	59	180	197	162	196	174	141	176	195	200	190	1,870

*All July 1986 figures incomplete. Eleven month report.

VI. INSTITUTIONAL INMATE STATISTICS

Often times the field of corrections is simplified to comparative sets of numbers and demographic data. Statistics, therefore, offer numbers of inmates, their crimes and the sentences awarded for their criminal behavior. Included in this reference data are the numbers and degree of disciplinary actions, the various grievances, and the disposition of the grievance procedures.

The statistics which are presented herein as a source of reference during FY 1987 are as follows:

- A. A summary of grievance issues as filed in FY 1987 compared with the same time period, FY 1986, follows:

<u>Type of Complaint</u>	<u>Number in FY 1986</u>	<u>FY 1987</u>
Rules & Regulations	05	07
Property Disputes	20	15
Food Problems	30	06
Living Regulations	14	00
Medical/Dental Problems	30	33
Mail Problems	10	15
Use of Library	00	06
Television Availability	01	00
Incentive Pay	10	03
Visiting	12	06
Laundry	00	03
Work Assignment	01	06
Classification	11	06
Discrimination	02	00
Reproduction/Copy Work	02	05
Work Release	02	05
Religious Services	00	04
Security Searches	00	05
Contraband	00	05
*Detainers	01	03
*Segregation	20	14
*Protective Custody	05	04
*Parole Board	01	04
*Furlough	01	00
*Good Time	02	01
Miscellaneous Items	00	09

* These areas of grievances are new and are actually non-grievable issues, although it is, and has been, penitentiary policy to render some resolve in each of these areas as well as all other bona fide issues.

There were a considerable number of areas of improvements during FY 1987 relating to grievance procedures. These

areas included several of the items alone in addition to the following:

Telephone	02	00
Law Library/Books	11	06
Urine analysis	01	00
Physical Contact	02	00
Personal Conflict w/Officials	12	00
Disciplinary	20	00
Grievance Procedures	02	00
Education	01	00

B. INMATE DISCIPLINARY SUMMARY

The institutional administration is constantly working to improve upon the disciplinary process. The penitentiary utilizes a consistent and fair process, both in the administrative disciplinary committees and the resources provided through the office of the Carbon County prosecuting attorney. Serious offenses against person and property are discussed with the county attorney, and his advise regarding prosecution is used as a guide when such is considered.

The less serious offenses are presented to the institutional internal disciplinary committees representing the penitentiary administration in such disciplinary matters.

A summarization of the numbers and types of disciplinary matters attended during FY 1987 is as follows:

Incidents of Inmate Violence

Escapes - 9

<u>Place of Housing</u>	<u>Cases</u>	<u>Status</u>	<u>Disposition</u>
Minimum Security	0	N/A	N/A
Medium Security	1	Medium	Apprehended
Maximum Security	0	N/A	N/A
Reception/Assessment	0	N/A	N/A
Community Centers	5	CAC	(3) Apprehended
Honor Farm	3	HF	(1) Apprehended

(There were four (4) escapees remaining "at large" during this period).

Administrative Disciplinary Hearings

Number of Offenses per Unit

	Reception/ Assessment	Minimum	Medium	Maximum
Class I: Serious offenses against persons or property	15	N/A	3	19
Class II: Offenses which pose a threat to security and order	55	N/A	87	75
Class III: Offenses which undermine discipline	8	N/A	9	30
Class IV: Miscellaneous offenses	11	N/A	33	40

C. GENERAL STATISTICS - NEW INMATES RECEIVED

In FY 1987, 338 new inmates (a ratio of 1.12 new inmates per day!) were received at the penitentiary. A statistical breakdown of these 338 new inmates follows:

1. Types of Crimes Committed By New Inmates

Aggravated Assault -----	20
Aggravated Assault & Battery -----	04
Aggravated Robbery -----	07
Aggravated Burglary -----	04
Aggravated Homicide by Vehicle -----	02
Attempted Burglary -----	05
Attempted Sexual Assault -----	04
Arson -----	04
Auto Theft -----	01
Child Abuse -----	04
Drug Related -----	29
Escape or aid in an escape -----	10
Forgery -----	16
Incest -----	05
Immoral, Indecent Acts w/Child -----	18
Kidnapping -----	03
Larceny -----	16
Manslaughter -----	07
Murder (1st Degree) -----	13
Murder (2d Degree) -----	06
Receive Stolen Property -----	03

Sexual Assault (1st Degree) -----	13
Sexual Assault (2d Degree) -----	18
Sexual Assault (3d Degree) -----	01
Simple Burglary -----	103
Simple Robbery -----	04
Parole Violations -----	28
Miscellaneous -----	08

2. Inmate Sentence Status

30 days -----	1
12 months to 18 months -----	5
12 months to 20 months -----	1
14 months to 18 months -----	3
14 months to 26 months -----	1
14 months to 30 months -----	1
15 months to 24 months -----	1
15 months to 36 months -----	1
15 months to 55 months -----	1
15 months to 5 years -----	1
15 months to 10 years -----	1
16 months to 60 months -----	1
18 months to 24 months -----	3
18 months to 30 months -----	1
18 months to 3 years -----	3
18 months to 40 months -----	1
18 months to 4 years -----	5
18 months to 60 months -----	4
20 months to 46 months -----	1
20 months to 60 months -----	1
24 months to 42 months -----	1
26 months to 48 months -----	1
30 months to 60 months -----	3
36 months to 60 months -----	1
48 months to 60 months -----	1
59 months to 60 months -----	1
0 years to 5 years -----	5
1 year to 1½ years -----	2
1 year 2 months to 3 years 2 months -----	1
1 year 2 months to 6 years -----	1
1 year 7 months to 7 years -----	1
1 year to 2 years -----	22
1 year to 3 years -----	34
1 year to 4 years -----	1
1 year to 5 years -----	5
1 year to 7 years -----	1
1½ years to 3 years -----	19
2 years to 2 years and one day -----	1
2 years to 3 years -----	23
2 years to 4 years -----	27
2 years to 5 years -----	22
2 years to 6 years -----	1

2 years to 7 years	1
2 years to 8 years	1
2½ years to 3 years	1
2½ years to 5 years	4
2½ years to 6 years	1
3 years	1
3 years to 4 years	7
3 years to 5 years	19
3 years to 6 years	7
3 years to 7 years	6
3 years to 10 years	1
3 years to 5 years and 4 months	1
3 years 3 months to 10 years	1
3½ years to 4 years	1
4 years to 5 years	2
4 years to 6 years	1
4 years to 8 years	3
5 years to 6 years	1
5 years to 7 years	6
5 years to 8 years	3
5 years to 10 years	11
5 years to 15 years	1
5 years to Life	2
6 years to 8 years	2
6 years to 9 years	1
6 years to 10 years	5
6 years to 12 years	2
6 years to 15 years	1
7 years to 10 years	2
7½ years to 10 years	1
8 years to 10 years	1
8 years to 14 years	1
8 years to 15 years	1
9 years to 10 years	2
9 years to 12 years	1
10 years to 15 years	3
10 years to 18 years	1
10 years to 20 years	3
10 years to Life	1
12 years to 15 years	1
12 years to 30 years	1
13 years to 21 years	1
14 years	1
15 years	1
15 years to 20 years	2
15 years to 25 years	1
18 years to 30 years	1
20 years	2
20 years to 25 years	1
20 years to 30 years	1
20 years to 35 years	1
20 years to 40 years	1

20 years to 50 years -----	1
25 years -----	1
25 years to 35 years -----	1
25 years to 40 years -----	1
35 years to Life -----	2
Indefinite to Life -----	1
Life Sentence -----	14
Death Sentence -----	1

The criminal activity and sentences imposed are in several cases multiple charges and dispositions. Some of the multiple circumstances may also include detainers, both within and outside the State of Wyoming.

D. INMATE POPULATION GROWTH

Table VI. A. shows a comprehensive listing of penitentiary growth for the past 14 years. Note that Table A lists TOTAL inmate population, that is a total of inmates at the penitentiary, the Honor Farm, out to various courts, at hospitals, assigned to community programs (such as county jails or community work release or per-release programs) or other authorized absences from the penitentiary. Table VI. B., Housed Inmate Population Trend, on the other hand, lists only inmates actually housed at the penitentiary. While Table B would more accurately reflect the effects of overcrowding on the penitentiary itself. Table A would better show the effects of entire-system population growth, especially as other state agencies (D-Pass, Probation and Parole, Vocational Rehabilitation) and the state court system are affected. Per Table A, overall population has increased by 626 inmates, or 229.3% since 1973. To a statesuch as California, with a total inmate population of more than 50,000 this is minimal growth and of little concern. To Wyoming, however, this is unprecedented growth and represents a vital concern to many different departments, especially the penitentiary. Note also, the following statistics contained in Table A.

1. Over the past 14 years, an average 22.4 new inmates have been received by the penitentiary every month, while 16.8 inmates have been discharged from the system each month. This is an approximate 20% decrease from the 1987 growth rate of 27.5 monthly receipts but only a 10% decrease from the 1987 discharge rate of 15.0 per month. This would seem to be a verification that the increased population

growth rate is a recent phenomenon, beginning essentially in 1982 --the first full occupancy year of the present, new penitentiary.

2. Since 1973, there have been only two years, 1974 and 1984, where the yearly population, total system, has actually decreased. Interestingly, 1974 was a year of economic downturn for the state of Wyoming, as was 1984; yet, 1984 saw a decrease in population only because of two separate "special efforts" by the Parole Board and the Governor, in June and in October (see Table B, June, 1984, and October, 1984 "Inmates Discharged"), to release significant numbers of "lightweight" inmates to help relieve the pressures of overcrowding! In every other year of the study period, inmate population grew, and in five years, 1975, 1977, 1980, 1982, and 1986, the population grew significantly, (1982 witnessed a NET growth of 123 inmates, or an additional inmate received every three days!).
3. Finally, Table A shows an annual rate of growth of 44.7 inmates, or a net growth rate of 3.7 inmates per month. This figure is remarkably consistent with Table B, actual housed inmate statistics, over the past three years. Per Table B, from July, 1984, through July, 1987, housed inmate population has grown from 563 to 699, an increase of 136 inmates, or a net growth rate of 3.8 inmates per month. Because of this consistency of statistics, and a fairly broad supportive statistical base, Table C, "Projected Inmate Growth Rate Through The Year 2000" was calculated using a net monthly population growth rate of 3.75.

Table B, too, provides several interesting statistics. Note, for example, that the monthly difference between inmates received and inmates discharged is 9. This is not to be confused by the NET GROWTH RATE OF 3.75 inmates per month discussed above. Rather, it is a simple difference between new inmates received and those discharged from the prison. An inmate received, but later transferred to the Honor Farm, for example, would not be shown as a "discharge" until he, in fact, is discharged. This statistic does show, nevertheless, in every month the penitentiary is receiving one inmate each day but only discharging two inmates every three days. Further, many of those inmates being discharged are being released from the Honor Farm, county jails, and from the three community work centers now in existence in Wyoming. In other words, their release is lessening the burden on the system, but not on the penitentiary directly. This, again, is more

proof of the already-obvious: the penitentiary's inmate population is growing! Other points to emphasize from Table P include:

1. In the 70 months since the new penitentiary has been opened (the move from the old penitentiary was completed September 8, 1981), there have been more inmates received than discharged in 58 of those 70 months, or 82.9% of the entire period!
2. During those same 70 months, despite five separate unit additions to help relieve the overcrowding, (the additions have been both permanent and temporary in nature), the penitentiary has been at, or above capacity 31 months, or 44.3% of the period. The latest addition of units, completed in July, 1986, added 122 new cells to the penitentiary, raising the total capacity of 710 inmates. Despite that addition, in just 12 months, the penitentiary has filled all but 11 of those new cells!
3. From the new penitentiary's opening in 1981 through July 1, 1987, housed population increased from 434 to 699, a jump of 265 inmates. This averages out to a gain of 3.79 per month, further statistical backup to the net gain of 3.75 per month figure used in Table C.

Finally, topics from Table C. As can be seen from this table, a straight-line projection shows that at present population growth rates, the penitentiary would have 1284 housed inmates by the year 2000. Put in other ways, that figure represents a 84% increase from July, 1987's population, a 196% increase from the population the day the new penitentiary was first occupied in 1981, and a 370% increase over the total population of the entire system in 1973. The projected population for the year 2000 is 2 1/2 times as large as the capacity of the new prison when it was first opened in 1981; (it should also be noted that the new prison was designed to give Wyoming adequate housing for its adult male prisoner population well into the 21st century!). From Table C's projections, Wyoming State Penitentiary should reach 700 inmates in July, 1987 (in fact, the penitentiary reached 702 inmates July 2, 1987), 800 inmates in September, 1989, 1000 inmates in March, 1994, and 1200 inmates in August, 1998. Of additional interest is the fact that if the projection is correct, and the population totals 1000 inmates by March, 1994, between that date and now there will be only three more legislative budget sessions to complete planning, funding, letting of contracts and construction of facilities to handle those increased number of inmates!! Where now, Wyoming?

TABLE VI. A.

INMATE POPULATION STATUS
(Total Count)

<u>Year Ending</u>	<u>Inmate Count</u>	<u>Prisoners Received</u>	<u>Prisoners Discharged</u>	<u>Amount of Change from Previous Year</u>	<u>Rate of Change</u>
1973	273	--	--	--	--
1974	260	122	135	- 13	- 4.76%
1975	321	173	112	+ 61	+ 23.46%
1976	330	162	153	+ 9	+ 2.80%
1977	390	217	157	+ 60	+ 18.18%
1978	413	214	191	+ 23	+ 5.90%
1979	446	212	179	+ 33	+ 7.99%
1980	499	288	235	+ 53	+ 11.88%
1981	534	317	282	+ 35	+ 7.01%
1982	657	354	225	+123	+ 23.03%
1983	726	344	251	+ 69	+ 10.50%
1984	718	335	281	- 8	- 1.10%
1985	769	339	211	+ 51	+ 7.10%
1986	858	351	224	+ 89	+ 11.57%
1987	899	330	180	+ 41	+ 4.78%
15 Year Totals		3,758	2,816	+626	+229.30% (Overall Growth from 1973)
Overall Averages	539.53 average count	268.43 yearly average	201.14 yearly average	+44.71 average annual gain	+ 9.17% average annual rate of change

TABLE VI. B.

WYOMING STATE PENITENTIARY
HOUSED POPULATION, POPULATION TREND
SINCE 1981 OPENING

<u>Date</u>	<u>Housed Population</u>	<u>Capacity</u>	<u>% Capacity</u>	<u>% Change</u>	<u>Inmates Received</u>	<u>Inmates Discharged</u>
Sep 81	434	526	82.5%	--	26	14
Oct 81	433	526	82.3%	- .2%	22	14
Nov 81	459	526	87.3%	5.8%	36	6
Dec 81	473	526	89.9%	9.0%	30	35
Jan 82	467	526	88.9%	7.6%	32	16
Feb 82	474	526	90.1%	9.2%	34	11
Mar 82	494	526	93.9%	13.8%	31	22
Apr 82	501	526	95.2%	15.4%	43	33
May 82	509	526	96.8%	17.3%	29	13
Jun 82	520	526	98.9%	19.8%	33	23
Jul 82	527	536	98.3%	21.4%	27	23
Aug 82	528	536	98.5%	21.6%	32	30
Sep 82	530	536	98.9%	22.1%	24	12
Oct 82	547	536	102.1%	26.0%	18	25
Nov 82	541	536	100.9%	24.6%	38	12
Dec 82	563	536	105.0%	29.7%	32	14
Jan 83	555	536	103.5%	27.9%	39	29
Feb 83	562	560	100.3%	29.5%	21	19
Mar 83	564	560	100.7%	29.9%	34	33
Apr 83	559	574	97.4%	28.8%	32	34
May 83	567	574	98.8%	30.6%	21	20
Jun 83	579	574	100.9%	33.4%	26	19
Jul 83	579	574	100.9%	33.4%	21	37
Aug 83	575	574	100.2%	32.5%	28	23
Sep 83	567	574	98.8%	30.6%	25	15
Oct 83	563	574	98.1%	29.7%	21	29
Nov 83	562	574	97.9%	29.5%	26	16
Dec 83	572	574	99.7%	31.8%	33	18
Jan 84	570	574	99.3%	31.3%	45	14
Feb 84	594	574	103.5%	36.9%	18	19
Mar 84	578	574	100.7%	33.2%	20	13
Apr 84	576	574	100.3%	32.7%	25	19
May 84	572	574	99.7%	31.8%	40	21
Jun 84	588	574	102.4%	35.5%	33	57
Jul 84	563	574	98.1%	29.7%	29	10
Aug 84	572	574	99.7%	31.8%	31	25
Sep 84	577	574	100.5%	32.9%	24	12
Oct 84	583	574	101.6%	34.3%	27	34
Nov 84	571	574	99.5%	31.6%	25	14
Dec 84	570	574	99.3%	31.3%	23	12
Jan 85	581	574	101.9%	33.9%	34	24
Feb 85	589	574	102.6%	35.7%	35	11
Mar 85	600	594	101.0%	38.2%	24	17

TABLE VI. B. (continued)

Date	Housed Population	Capacity	% Capacity	% Change	Inmates Received	Inmates Discharged
Apr 85	609	594	102.5%	40.3%	34	10
May 85	613	594	103.2%	41.2%	22	28
Jun 85	611	594	102.9%	40.8%	31	14
Jul 85	617	594	103.9%	42.2%	33	13
Aug 85	636	594	107.1%	46.5%	17	47
Sep 85	580	594	97.6%	33.6%	24	11
Oct 85	598	594	100.7%	35.5%	27	23
Nov 85	601	594	101.2%	38.5%	31	3
Dec 85	618	594	107.7%	42.4%	38	27
Jan 86	612	594	103.0%	41.0%	39	14
Feb 86	617	594	103.9%	42.2%	27	20
Mar 86	627	594	105.6%	44.5%	29	35
Apr 86	621	594	104.5%	43.1%	40	18
Jun 86	648	594	109.1%	49.3%	46	13
Jul 86	677	710	95.4%	56.0%	28	16
Aug 86	687	710	96.8%	58.3%	32	9
Sep 86	684	710	96.3%	57.6%	30	14
Oct 86	685	710	95.5%	57.8%	24	17
Nov 86	699	710	98.5%	61.1%	26	18
Dec 86	689	710	97.0%	58.8%	24	42
Jan 87	670	710	94.4%	54.4%	24	7
Feb 87	676	710	95.2%	55.8%	28	12
Mar 87	685	710	96.5%	57.8%	25	9
Apr 87	689	710	97.0%	58.8%	22	13
May 87	674	710	94.9%	55.3%	33	8
Jun 87	688	710	96.9%	58.5%	34	15
Jul 87	699	710	98.5%	61.1%	--	--
AVERAGE:	586				29	20

NOTE: Present capacity is listed at 710 inmates. It should be remembered this figure includes 24 double bunk cells, 20 beds in a "temporary" medium unit modular, and 48 beds in "temporary" minimum unit modulars.

TABLE VI. C.

Projected Housed Inmate Population Growth
Through the year 2000

<u>Month</u>	<u>Projected Population</u>
Jul 1, 1987	699.0
Jan 1, 1988	721.5
Jul 1, 1988	744.0
Jan 1, 1989	766.5
Jul 1, 1989	789.0
Jan 1, 1990	811.5
Jul 1, 1990	834.0
Jan 1, 1991	856.5
Jul 1, 1991	879.0
Jan 1, 1992	901.5
Jul 1, 1992	924.0
Jan 1, 1993	946.5
Jul 1, 1993	969.0
Jan 1, 1994	991.5
Jul 1, 1994	1014.0
Jan 1, 1995	1036.5
Jul 1, 1995	1059.0
Jan 1, 1996	1081.5
Jul 1, 1996	1104.0
Jan 1, 1997	1126.5
Jul 1, 1997	1149.0
Jan 1, 1998	1171.5
Jul 1, 1998	1194.0
Jan 1, 1999	1216.5
Jul 1, 1999	1239.0
Jan 1, 2000	1261.5
Jul 1, 2000	1284.0

Note: Above figures are calculated using net monthly gain of +3.75
Inmate growth rate.

E. INMATE INCENTIVE PAY

Inmate incentive pay for 1987 increased 5.17% from comparable 1986 figures, as can be seen in the following table. Average monthly incentive payroll for 1987 was \$17,717.84, an increase of \$842.61, or 4.9% from the 1986 payroll.

Over the past year, the average per inmate monthly incentive pay was \$25.85--compared to \$27.10 per inmate per month in 1986. This \$1.25 decrease represents a 4.61 rate of decrease over the past 12 months.

The number of inmates working in 1987 also increased from 485 in 1986 to 524 in 1987 (an 8.0% increase in paid positions). With an anticipated increase in population, employing more inmates, productively, is fast becoming a significant problem to be planned for. By the end of 1988, the penitentiary staff hopes to have more than 550 inmates employed, many in new prison industries yet to be developed. The increased cost of such an incentive program is considered to be far less than the potential benefit to be gained from productive and beneficial use of time.

(See following chart)

INMATE INCENTIVE PAY SUMMARY

FY 1987

Month	1986	Housed Population	Incentive Pay/Inmate	1987	Housed Population	Incentive Pay/Inmate	Difference	Percent Change
July	\$ 16,299.36	638	\$ 25.55	\$ 18,863.56	687	\$ 27.46	\$ 2,564.20	15.73 %
August	15,788.15	580	27.22	15,202.87	684	22.23	(585.28)	(3.71)%
September	17,104.45	597	28.65	17,337.64	685	25.31	233.19	1.36 %
October	16,218.25	599	27.08	17,505.15	699	25.04	1,286.90	7.93 %
November	16,126.65	619	26.05	18,733.81	689	27.19	2,607.16	16.17 %
December	16,886.50	612	27.59	18,206.63	670	27.17	1,320.13	7.82 %
January	17,098.05	617	27.71	17,989.91	676	26.61	891.86	5.22 %
February	16,166.87	627	25.78	18,539.94	685	27.07	2,373.07	14.58 %
March	17,489.11	620	28.21	19,437.48	689	28.21	1,948.37	11.14 %
April	16,830.35	641	26.26	14,647.72	674	21.73	(2,182.63)	(12.97)%
May	17,342.57	648	26.76	18,269.12	688	26.55	926.55	5.34 %
June	<u>19,152.46</u>	675	28.37	<u>17,880.22</u>	699	25.58	<u>(1,272.24)</u>	<u>(6.64)%</u>
TOTAL	\$202,502.77			\$212,614.05			\$10,111.28	5.17 % (Average)
MONTHLY AVERAGE	\$ 16,875.23	622	\$ 27.10	\$ 17,717.84	685	\$ 25.85	\$ (1.72)	(4.61)%

V II. REHABILITATION SERVICES

- A. During FY 1987, considerable emphasis was placed upon the needs and utilization of the various rehabilitative services throughout the four (4) major units of the penitentiary. All of the vocational and academic educational programs continue in operation, fully-equipped and tooled, with sufficient power for the various equipment. Recreational yards were fully utilized for softball activities and football activities during each respective season. The gym received considerable use in in-house activities in addition to being host to various community competitions during the winter months. The institutional's infirmary has been totally operative, using all of the equipment and service personnel efficiently to satisfy the various needs of the offenders in all units.

The rehabilitative programs at the penitentiary continue to serve as follows:

1. Provide professional health care for those incarcerated;
2. Return inmates to their respective communities with a salable vocational skill and/or improved academic status;
3. Reduce inmate violence; and,
4. Develop and maintain a positive physical and attitudinal prison environment.

Major rehabilitative services continued during the 1985 fiscal year as provided through the following programs;

1. Reception and Assessment services;
2. Medical services;
3. Classification and Counseling Services
 - a. Chemical Abuse Program
 - b. A. A. programs
 - c. Life-Adjustment
 - d. Individual therapy
 - e. Group therapy
 - f. Family counseling

4. Chaplaincy Services
5. Psychological Services
6. Recreational Services
7. Community Help Programs
 - a. Work release
 - b. Family excursions (Supervised/Unsupervised)
 - c. Bowling team
 - d. Softball team
 - e. Boxing team
8. Contracted Services
 - a. Physician
 - b. Dentist
 - c. Religious Leader (Chaplain)
 - d. A dentist and psychiatrist are also provided by the Wyoming State Hospital.
9. Volunteer Services
 - a. Religious Leaders
 - b. Educators
 - c. Lay Counselors

A summary of each area follows.

B. RECEPTION AND ASSESSMENT CENTER

The Reception and Assessment Center is a special and unique facility of the Wyoming State Penitentiary. The basic function of this facility is to receive and hold those offenders received from the courts and jails.

During the limited stay in the Reception and Assessment Center, a number of vital requirements take place in order to begin the evaluation and restoration process for the offenders.

1. The offender is received with the court documents and his personal effects. The personal property is inventoried with the offender, and he signs for its disposition.
2. The offender must undergo a sanitizing process which includes a physical inspection, hot shower, and hair cut.
3. New inmates receive clean clothing and bedding materials in addition to necessary personal items, (i.e. toothbrush, toothpaste, razor and blades, soap, toilet tissue, underwear, socks, blankets, shoes if needed, and jackets as necessary for inclement weather conditions).
4. The inmate is then sent to the infirmary for a complete physical and dental examination.
5. New inmates are assigned temporary living quarters within the Reception and Assessment Center. (Their meals are delivered to them three (3) times a day to their assigned cell).
6. The offenders are required to provide fingerprints and their photograph, and other identifying information which is forwarded to the FBI and Wyoming Department of Criminal Investigation.
7. They are required to undergo a series, or battery, of psychological tests, (i.e. Otis Gamma BM, Bender Gestalt Visual Motor Test, Rotter Incomplete Sentences Blank, MMPI and tests of Adult Basic Education).
8. The offenders undergo a personal psychological interview.
9. Each individual is interviewed by the counselor/programmer in an effort to prepare an institutional performance plan.
10. As a group, the new inmates attend an orientation process whereby they learn of methods and practices of the institution process. They also become familiar with the basic rules and regulations, correctional treatment program, and staff officials who will assist them during their incarceration.
11. The inmate is lastly presented to the classification board for initial housing and work assignments and placement into a new facility to begin their program of further progress.

12. The subject is transported to his designated facility.

C. RECEPTION CENTER

General Statistics - New Inmates Received In The
Reception Assessment Unit FY 1987

1. PRIOR FELONIES

No prior felonies	110
One prior felony	97
Two prior felonies	87
Three prior felonies	14

2. MARITAL STATUS

Single	119
Married	82
Separated	15
Divorced	82
Widowed	5
Common Law	5
Unknown	20

3. AGES

Under 20	16
20 to 25	90
26 to 30	56
31 to 35	83
36 to 40	30
41 to 45	10
46 to 50	15
51 to 55	12
56 to 71	6

4. DEGREE OF EDUCATION

1st through 6th Grades	10
7th through 9th Grades	52
10th through 12th Grades	240
College Level	26

5. RACE

Caucasian	254
Black	5
Indian	17
Hispanic	43
Other	9

6. COUNTIES FROM WHICH PRISONERS RECEIVED

Albany	4
Big Horn	4
Campbell	37
Carbon	14
Converse	5
Crook	1
Fremont	29
Goshen	7
Hot Springs	4
Johnson	5
Laramie	42
Lincoln	12
Niobrara	4
Natrona	55
Park	8
Platte	1
Sheridan	22
Sweetwater	29
Sublette	1
Teton	17
Uinta	25
Washakie	1
Weston	2
Federal Transfer & Interstate Compact	12
(Some offenders have sentences from multiple counties)	

7. NATIVE STATE

Alaska	0
Alabama	2
Arkansas	2
Arizona	3
California	39
Colorado	22
Connecticut	0
District of Columbia	0
Florida	2
Georgia	2
Hawaii	0
Idaho	8
Illinois	4
Indiana	6
Iowa	4
Kansas	8
Kentucky	1
Louisiana	1
Maine	0
Maryland	1
Massachusetts	6

Nevada	0
New Hampshire	1
Michigan	4
Minnesota	3
Mississippi	3
Missouri	4
Montana	7
Nebraska	23
New Jersey	1
New Mexico	8
New York	2
North Carolina	1
North Dakota	2
Ohio	4
Oklahoma	2
Oregon	3
Pennsylvania	3
Rhode Island	2
South Carolina	0
South Dakota	4
Tennessee	2
Texas	13
Utah	12
Virginia	1
Washington	13
West Virginia	1
Wisconsin	2
Wyoming	69
Foreign	9

8. CRIMINAL BEHAVIOR

Property Type Crimes	148
General Assaultive & Violent Crimes	80
Sexually Assaultive Crimes	45
Drug Related Crimes	27
Other	<u>36</u>
TOTAL	338

D. MEDICAL SERVICES

The overall statistical review of medical activities in FY 1987 showed increases in all areas except hospital admissions. This, it is felt is due to increased use of hospital short-stay surgery units and increased on-site physician visits.

The penitentiary also initiated weekly visits by an orthopaedic surgeon and a urologist, in addition to the contracted physician's four visits per week.

The use of the Montana-Wyoming Foundation as a Pre-Admission Review program has not changed admission routines as none of the requested admissions have been altered. The use of Montana-Wyoming has brought numerous complaints from medical and dental professionals due to dramatically slow payment of charges.

A new TDX serum and urine analyzer was purchased in 1987, and decreased significantly the need for the penitentiary to use outside laboratory services; additionally the TDX qualified the prison for licensure as a clinical laboratory facility by the Health Department.

In September, 1986, the prison entered a contract to provide pharmacy services with BiRite Pharmacy of Rawlins. This program has proved a valuable asset to the health services and has greatly assisted the penitentiary in maintaining proper, licensed distribution of prescription drugs.

The following is a statistical overview of health services activities:

Statistics for FY 1987

1. Trips to Carbon County Hospital

Routine	175
Admissions	30
Emergency Room	98
Other Rawlins Clinics and Offices	308
Trips to out-of-town doctor's office	74
Admissions/out-of-town hospitals	12
Other trips:	
Special trips not paid for by state	10

2. Admissions to Hospitals

<u>Activity</u>	<u>Number of Inmates Admitted</u>
Carbon County Hospital	30
Other Hospitals	12

3. Other Medical Information

<u>Activity</u>	<u>Number of Inmates Examined (Occurrences)</u>
Average Daily Number of Inmates on prescribed medication	130
Sickcall conducted by Prison Medical Staff	8,505
Evening, weekend and holiday sickcall	2,010
Medical staff summoned to prison on weekends and evenings	401

4. Staff Training

<u>Activity</u>	<u>Average Program Hours</u>	<u>Number Attending</u>
Emergency medical training for employees	24 hours per employee	4

5. Types of Medical Treatment

<u>Types of Illness</u>	<u>Number Treated</u>
Traumatic Injuries	426
Cardiac	18
Diabetes	12
Epileptic	9
Acute Surgical	10

Medical	386
Surgical (non-acute)	78
Substance Abuse (overdose)	7
Routine Illness (flu, colds, sore throat)	5,590
Orthopedic (injuries from sports)	1,976
Suicide Attempts	4

6. Professional Services Scheduled in the Prison

<u>Institutional Activity</u>	<u>Numbers of Inmates Examined</u>	<u>Number of Visits to the Prison</u>
Contracted Dentist	1,668	135
Wyoming State Hospital Dentist	0	0
Contracted Physician	3,010	157
Cancellations by Medical Professionals	8	0

7. Professional Services Scheduled in the
Rawlins Community

<u>Activity</u>	<u>Number of Inmates Examined</u>
Contracted Dentist	354
Contracted Physician	21
Optometric Clinic (additional 246 at the penitentiary)	228
Other Physicians	308

8. Professional Services Scheduled in Other
Communities:

<u>Activity</u>	<u>Number of Inmates Examined</u>
Other Physicians/ Specialist	74

E. CLASSIFICATION AND COUNSELING SUMMARY

The following is a summary of classification and counseling actions during FY 1987.

1. <u>Types of Classifi-</u> <u>cation Action</u>	<u>Number of</u> <u>Cases</u>	<u>Approved</u> <u>Cases</u>
Work/School Assignments	1391	---
Initial Classifications		
To Medium Security	187	---
To Maximum Security	92	---
Returnees	25	---
Minimum Security Considerations	341	147
Medium Security Considerations (Maximum to Medium)	145	86
Inside/Outside (Trusty Status)	0	0
Restricted Maximum Security	30	---
General Status Reviews	334	---
Honor Farm Considerations	199	100
Work Release Considerations (BCR Approval)	107	36
Regressive Classifications	52	---
Interstate Transfers	65	11
Wyoming State Hospital Referrals	56	22
Acceptance of Interstate Transferees to Wyoming	12	7
Protective Custody Classifications	67	---

Protective Custody Reviews	288	---
Segregation Reviews	288	---
Vocational Rehabilitation Referrals	0	---
Community Placement Programs	114	46

2. Counseling Services:

<u>Types of Action</u>	<u>Number of Cases</u>
Individual Counseling Services	1,419
Inmate Contacts	9,332
Initial Classification Referrals	279
Psychological and Psychiatric Referrals	109
Emergency Telephone Calls	879
Preparation Processes for Special Visitation Applications	588
Preparation Processes for Family Visiting Center Applications	520
Representative of Disciplinary Committees	187
Personnel Review	9
Preparation of Judicial Requests for Progress Reports	83
Transfers	82
Preparation of Family Excursion Requests	108
Preparation of Information for Inmate Transfers:	
Wyoming State Hospital	22
Interstate Transfer	13

Note: Consideration must be given for these figures in that inmates openly enter-exit the various groups that are recognized as ongoing. Thus, figures are calculated in that sense. As well, there have been

several video tapings, t.v. interviews, and radio interviews for the activity-orientated groups this past year.

F. CHAPLAINCY SERVICES

There was a change in chaplaincy services during FY 1987. The change was a rather smooth transition with very little interruption to the religious programs in the Wyoming State Penitentiary.

the new chaplain continued the former programs, in addition to implementing a new Friday morning worship service for the newly arrived offenders in the Reception/-Assessment center. There has been a new video ministry for the general population offenders, in addition to a TV Bible study program all of which is initiated through this chaplaincy service.

There has been a twelve week Bible study program for those offenders residing in protective custody, and general religious materials and counseling on a personal basis is made available to those offenders in the segregated areas of the institution.

There was a number of offenders and their potential brides counseled on the serious ramifications of marriage and several marriages were performed following the regular religious counseling sessions.

One of our outstanding programs "Adopt-A-Block" was expanded and proved to be quite successful during the Christmas and Easter seasons.

We have encouraged additional "select" volunteers in our religious programs, and it would appear that the offenders are granted ample time to worship as they choose, with the affiliation that they desire.

G. PSYCHOLOGICAL SERVICES

The following is a summary of psychological services provided in FY 1987.

General assessment services	499 cases
Institutional evaluation and referral to psychiatrists	26 cases
Institutional evaluation and referral to Wyoming State Hospital	14 cases

Accepted counselor referrals	43 cases
Special testing as requested	58 cases
Special consultation with staff members	270 cases
Classification consultations as requested	165 cases
Disciplinary board consultations	26 cases
Facilities visitations as requested	84 cases
Collecting and processing research data Occasions-	249
Special psychotherapy and general evaluations as referred by the warden, staff physician and senior staff officials	211 cases

H. RECREATION SERVICES

The recreation personnel are responsible for managing all recreational program activities in the maximum, medium, and minimum security units. Such activities include, intramural leagues within the penitentiary, unit tournaments, interinstitutional tournaments, tournaments involving Wyoming State Penitentiary inmates and outside community teams.

As a means to provide physical fitness, improve morale, improve social skills and generally eliminate boredom, the recreation department is designed to provide opportunities to as many inmates as possible who desire to become involved with recreational activities provided at the institution. Last year recreational activities grew in number and in quality. Inmate recreational interests were reflected in such physical activities as softball, basketball, weight lifting, handball, racquetball, volleyball, boxing, playing pool, Ping-Pong, horseshoes, and board games. The community excursion program, which permits approved minimum security inmates to participate in community softball and basketball leagues.

The penitentiary is designed to provide recreational activities in the following units:

1. Reception and Assessment Unit

- Day rooms
- Library
- Outdoor enclosed recreation yard
- Television

2. Minimum Security Unit

- Multipurpose, gymnasium and visiting room
- Softball field
- Library
- Day rooms
- Television
- Ping-Pong/pool table room
- Visiting modular
- Horseshoe pits
- Weight room
- Outdoor recreational room

3. Medium Security Unit

- Gymnasium
- Weight room
- Ping-Pong/pool table room
- Hobby rooms
- Visiting center
- Library
- Day rooms
- Television
- Horseshoe pits
- Outdoor recreational yard
- Softball field
- Music room

4. Maximum Security Unit

- Gymnasium
- Weight room
- Ping-Pong/pool table room
- Hobby rooms
- Music room
- Visiting center
- Library
- Day rooms
- Television
- Horseshoe pits
- Outdoor recreational yard
- Softball field

The following improvements and work have been completed in the recreational areas over the past year.

1. Pool tables in minimum, medium, maximum and modular units were recovered and repaired, with all slate table tops being redone.
2. Stage area, weight room area and restrooms were painted in both medium and maximum units.

3. Horseshoe boxes were built for horseshoe pits in the minimum unit.
4. Foul line fence was added to the softball field in the maximum unit.
5. New breakaway basketball goals were installed in the medium unit.
6. Basketball goals were redone and new support added to the baskets of the minimum and maximum units.
7. Dirt was added to the softball fields in the medium and maximum units.
8. Weight machines were taken apart and redone in all units.
9. Dumbbells were rewelded with new roundstock all units.

The following reflects types and frequency of organized activities:

<u>ACTIVITY</u>	<u>MAXIMUM</u>	<u>MEDIUM</u>	<u>MINIMUM</u>
Softball	70	75	40
Basketball	55	55	40
Volleyball	25	30	20
Football	30	30	20
Handball	50	50	20
Boxing	10	5	0
Weight lifting	90	90	75
Pool (Billards)	100	100	85
Board Games	30	30	30
Horseshoes	40	40	25
Music Club	10	10	20
Track/Field	20	20	20
Racquetball	35	35	25
Ping-Pong	60	60	60

The following tournaments were held this past year involving teams from the outside community coming into the penitentiary or involving inmates from the penitentiary participating outside in the community.

- a. One basketball tournament March, 1986.
- b. One softball tournament, September, 1986.
- c. Two maximum, two medium, and one minimum inmate traveled to Casper for state open powerlifting meet, November, 1986.

- d. Two maximum, one medium, and one minimum inmate traveled to Worland for State Powerlifting meet March, 1987.
- e. Minimum softball team to one Rawlins and one Wamsutter softball tournament.
- f. Minimum softball team to state softball tournament in Green River.
- g. Minimum basketball team to two Rawlins basketball tournaments.

I. SPECIAL INTEREST PROGRAMS

Work Release Program (Rawlins Center)

1. The Work Release Program was initiated in the year 1972, and is structured to allow offenders to leave the confines of the penitentiary for the purpose of work or school. This program is directed by penitentiary policy as well as State Statutes. Work Release is a privilege, which is available to a small percentage of the total population. It does provide for economic re-sources and a gradual re-entry to freedom for those who are placed on the program. The work release program has provided inmates with places of employment upon their release from the penitentiary, thus helping provide those inmates with an acceptable parole plan.

Inmates serving a sentence for a non-violent crime may become eligible for work release participation when they reach a sentence status of six (6) months prior to a possible release date. Inmates serving a sentence for a violent crime are eligible when they are within two (2) months of their possible release date.

2. During fiscal year 1987, there were 54 inmates brought before the Board of Charities and Reform for work release review, 29 of whom were approved. Of these 29, 6 inmates were removed from work release status for disciplinary reasons.
3. The number of work release participants showed a would appear that the economic recession in Carbon County has leveled off, and most economic indicators predict a very slow increase in economic activity in the next few years.

J. MENTAL HEALTH PROGRAMMING

The main objective of all the mental health programs is for the staff and, most importantly, the inmate to identify emotional, psychological, social and physical problems. To genuinely become involved in a therapeutic setting to explore avenues to assert himself for change to resolve the disorder or to learn socially acceptable behaviors are the goals of this programming.

The mental health programs are arranged into two types:

1. Group type therapy.
2. Activity type groups.

The first type of groups are called therapy groups. These groups vary from unit, but are all centered around the individual acknowledgment of a specific problem and ability to share it with the group. These groups deal with everything from life-style assessment to drug problems. The optimum goal in all of these groups is for the individual to identify his problems and to work toward self-improvement by dealing with and hopefully resolving that problem. Group type therapies that are presently being offered at the Wyoming State Penitentiary are:

1. Basic Drug/Alcohol Group,
2. Parents Anonymous Group,
3. Alcoholics Anonymous Group,
4. Life-style Assessment Group,
5. Reality Therapy Group,
6. Young Offenders Group,
7. Science of the Mind Group,
8. Goal Planning Group,
9. Narcotics Anonymous,
10. Behavioral Ethics (Child Molesters),
11. Intensive Exploration (Rape/Murder),
12. How to win,

13. Taking charge.

Goals for FY 1988 are to continue to present mental health programs and to sustain what is presently being offered to the inmate population. This will manifest a more intense therapy for inmates who are amenable and ready for a step up in their therapy goals.

The following is a breakdown of the various mental health programs, indicating the number of groups and inmate involvement for FY 1987:

<u>Group Therapies</u>	<u>No. of Groups For the Year</u>	<u>No. of Inmates Involved</u>
Drug/Alcohol	35	813
Alcohol Anonymous	3 (ongoing)	532
Parents Anonymous	2 (ongoing)	317
Life-style Assessment	1 (ongoing)	177
Reality Therapy	2 (ongoing)	314
Young Offenders Group	1 (ongoing)	47
Science of the Mind Group	1 (ongoing)	96
Goal Setting Group	1 (ongoing)	145
Narcotics Anonymous Group	1 (ongoing)	51
Veterans Outreach Group	3 (ongoing)	54
Behavioral Ethics (Child Molesters)	2 (ongoing)	624
Intensive Exploration (Rape/Murder)	2 (ongoing)	391
How to Win	1 (ongoing)	114
Taking Charge	<u>1 (ongoing)</u>	<u>37</u>
TOTAL	56	3712

ACTIVITY-ORIENTATED GROUPS:

	<u>No. of Inmates Involved</u>	<u>No. of Groups In</u>	<u>No. of Trips Out</u>	<u>Total No. of Civilians Seen</u>
InReach/OutReach Program	17	18	7	4,422
"Tell It Like It Is" Program	20	15	3	1,747
Crime Prevention Seminars	3	0	1	200

Note:

Consideration must be given for these figures in that inmates openly enter/exit the various groups that are recognized as ongoing. Thus, figures are calculated in that sense. As well, there have been several video tapings, TV interviews, and radio interviews for the activity-orientated groups this past year.

This past year the counseling department has reached its goals. Some therapy groups mentioned in this section of the report have already been dropped or will be shortly. All therapy groups experienced an increase in inmate involvement and it appears this trend will continue to increase. An ultimate goal will be to develop a complete mental health department for intense therapy. At present, counselors are greatly consumed in their overall job responsibilities of therapy and caseload management.

K. Community Correctional Alternative Program

During FY 1987 the community correctional alternatives program assisted the Wyoming State Penitentiary in the following manner.

There were a total of thirty-six (36) offenders processed through Community Alternatives of Greybull. There were four (4) returned to the penitentiary for disciplinary action. There were nineteen (19) offenders granted parole, and two (2) discharging their sentences. There were two (2) escapes from custody during this period. The remainder were still housed at the center at the end of the fiscal year.

There were a total of sixteen (16) offenders processed through Community Alternatives of Cheyenne. There were two (2) returned to the penitentiary for disciplinary action. There were two (2) from the center granted parole, and one offender discharged from his sentence, with the remainder still be housed at the center at the end of the fiscal year.

There were a total of twenty-two (22) offenders processed through Community Alternatives of Casper. There were four (4) offenders returned to the penitentiary for disciplinary actions, two (2) of which were for escape from their custody. There were eleven (11) offenders granted parole and one (1) offender discharged from his sentence. The others remained at the center at the close of the fiscal year.

The majority of disciplinary actions were resultant from chemical abuses (drinking alcoholic beverages and smoking pot). There were a few offenders who had displayed poor attitudes and a lack of motivation toward the benefits of the program.

VIII. EDUCATION

The Education Department consists of thirteen (13) vocational programs, Adult Basic Education/General Educational Development (ABE/GED), libraries, law libraries and numerous seminars. The vocational training programs are Graphic Arts, Machinist, Electronics, Upholstery, Shoe Repair, Masonry, Carpentry, Drafting, Welding, Automotive, Photography, Silk Screening, and Radio/TV Broadcasting.

The goals of the Education Department are to provide the opportunity and atmosphere wherein an inmate is able to learn to think effectively, work for a living and develop feelings of self-worth. This past year the total number of students enrolled in all education programs was 620. This figure included Adult Basic Education, vocational training and seminars. Sixty-three percent of the students enrolled in Adult Basic Education received their General Educational Development diploma. That was a three percent increase over the previous year. Twenty-eight percent of those enrolled in vocational training programs received certificates.

Of those failing to complete the Adult Basic Education/General Educational Development program, seventeen percent dropped out and twenty-five percent were administratively moved before completing the program. Similarly, of those failing to complete vocational training programs, twenty-three percent dropped out and twenty-four percent were administratively

moved. Both of these categories showed increases from last year as did the total enrollment.

Programs that experienced decreases in enrollment were masonry and welding. The reason for masonry's decrease was the adding of a more in-depth component to carpentry, whereby several students opted to remain in carpentry for more intensive training. The enrollment decrease in welding reflected the program being endorsed by Central Wyoming College. Presently, graduates of the program receive a diploma from the College. By following the College's program syllabus, fewer students were admitted to the program on an open entry/exit basis.

A. VOCATIONAL EDUCATION ANALYSIS

1. Yearly Summary of Enrollment Activity

<u>Fiscal Year</u>	<u>Enrollment</u>	<u>Certified</u>	<u>Dropped Out</u>	<u>Admin. Moved</u>
1983	415	115 (28%)	114 (28%)	152 (37%)
1984	392	132 (34%)	99 (25%)	121 (31%)
1985	390	115 (29%)	94 (24%)	114 (29%)
1986	465	121 (26%)	96 (21%)	103 (22%)
1987	507	129 (25%)	98 (19%)	111 (22%)

2. Fiscal Year Enrollments

<u>School</u>	<u>FY83</u>	<u>FY84</u>	<u>FY85</u>	<u>FY86</u>	<u>FY87</u>
Graphic Arts	59	23	25	18	17
Machinist	11	17	17	18	17
Electronics	52	75	106	114	131
Upholstery	22	8	3	3	6
Shoe Repair	33	28	1	2	1
Masonry	38	30	20	18	13
Carpentry	37	40	61	52	66
Drafting	39	47	36	38	36
Welding	58	60	35	33	36

Automotive	31	27	30	36	39
Photography	25	6	25	25	25
Silk Screening	18	6	8	8	8
Radio/TV Broadcasting	<u>N/A</u>	<u>6</u>	<u>8</u>	<u>14</u>	<u>15</u>
TOTAL	415	392	390	379	419

B. ADULT BASIC EDUCATION

The Adult Basic Education Program is designed to provide the student who has dropped out of high school an opportunity to earn a high school equivalency diploma or certificate. Computerized descriptive programming is applied to the teaching process. With this tool, specific areas of need could be identified and the various grade levels of functioning were revealed. With the results of the prescription, the instructor was able to augment the learning process with drill and practice computer software. Generally, the introduction of computers into the Adult Basic Education has contributed significantly to student motivation and attendance.

Adult Basic Education/General Educational Development Enrollment:

<u>Unit</u>	<u>1987</u>	<u>1986</u>	<u>1985</u>	<u>1984</u>	<u>1983</u>
Medium	142	131	112	87	94
Maximum	59	55	40	69	69

<u>Unit</u>	<u>Certified</u>	<u>Dropped Out</u>	<u>Admin. Moved</u>	<u>Fired</u>
Medium	89 (63%)	17 (12%)	36 (25%)	0
Maximum	28 (47%)	17 (29%)	14 (24%)	0

	<u>Enrollment</u>	<u>Certified</u>	<u>Dropped Out</u>	<u>Admin. Moved</u>
FY 1987	192	117 (61%)	34 (18%)	50 (26%)
FY 1986	167	99 (58%)	22 (13)	40 (24%)
FY 1985	127	60 (47%)	18 (14%)	33 (26%)

FY 1984	163	85 (52%)	30 (19%)	38 (25%)
FY 1983	154	64 (42%)	23 (14%)	33 (20%)

The total Adult Basic Education/General Educational Development enrollment was up 29 students compared to the previous year. This increase was equally distributed in the Medium and Maximum Units.

C. LIBRARIES

This year each unit library received eight local newspapers from throughout Wyoming in addition to the Rocky Mountain News from Denver. At a cost of approximately \$1000, three subscriptions of each of the following daily papers were received: Casper Star Tribune; Cheyenne Tribune; Cody Enterprise; Laramie Boomerang; Riverton Ranger; Sheridan Press; Uinta County Herald; Wyoming Eagle and the Rocky Mountain News; Gillette News Record; Buffalo Bulletin; Glenrock Independent, Kemmerer Enterprise.

Four subscriptions each to Ebony, Life, People, Sports Illustrated, Time, True West, and Field and Stream were received and distributed to each unit and the reception area. Additional magazine subscriptions requested by inmates included: Easy Riders; National Lampoon; Field and Stream; Sports Illustrated; Animal Kingdom; Art in America; Fantasy and Science Fiction; Esquire; Income Opportunities; Nuestro; Popular Hot Rodding; Popular Photography; Hobbies; Musician; Smithsonian; Changing Times; and Esquire

There were 713 law books transported to the Maximum Unit for use by inmates.

D. LAW LIBRARY

Over the fiscal year, a total of 1,931 books were checked out to inmates. The Wyoming Statutes and Supplements were logged out in the library an average of four times a day by a total of 1,831 people.

E. KWSP CHANNEL 3

The system airs taped programming 12 hours each day and is used to "televis" college credit telecourses, seminars (locally prepared), hobbies, travel documentaries, educational programming and specials, penitentiary video-taped messages to the population, even the penitentiary's sporting events. On holiday weekends first-run movies are shown, at least four times daily. The uses, present and

planned, of such a CCTV system are significant in that the entire prison population can be quickly and efficiently addressed; further, the system provides a timely and effective, additional vocational training program.

F. FISCAL YEAR 1987 - PROGRAM FUNDING

<u>Shop</u>	<u>1986 Expenditures</u>	<u>1987 Expenditures</u>
Automotive	\$ 1,824.91	\$ 7.663/24
Welding	11,962.33	9,322.13
Graphics	2,248.86	1,032.09
Photography	400.10	620.75
Silk Screening	178.65	113.28
Electronics	1,536.92	2,673.20
Machining	489.72	1,501.73
Drafting	501.76	327.47
Upholstery	986.42	379.31
Carpentry	1,013.16	897.95
KWSP	<u>569.27</u>	<u>112.60</u>
TOTALS	\$21,712.10	\$24,643.75*

* 15.8% increase

G. FEDERAL PROGRAMS

During FY1987, two grants totalling \$22,173.45 were awarded the penitentiary.

1. A \$14,795.00 vocational grant was obtained for the equipment for the welding, automotive and machine programs.
2. A \$2,006.45 grant was awarded for purchases in and the library. Books, and periodicals and newspapers were purchased through this grant and distributed to all units.
3. A \$5,372.00 grant was obtained for Reading and Math Skills Improvement in the Adult Basic Education Program.

H. COLLEGE PROGRAM

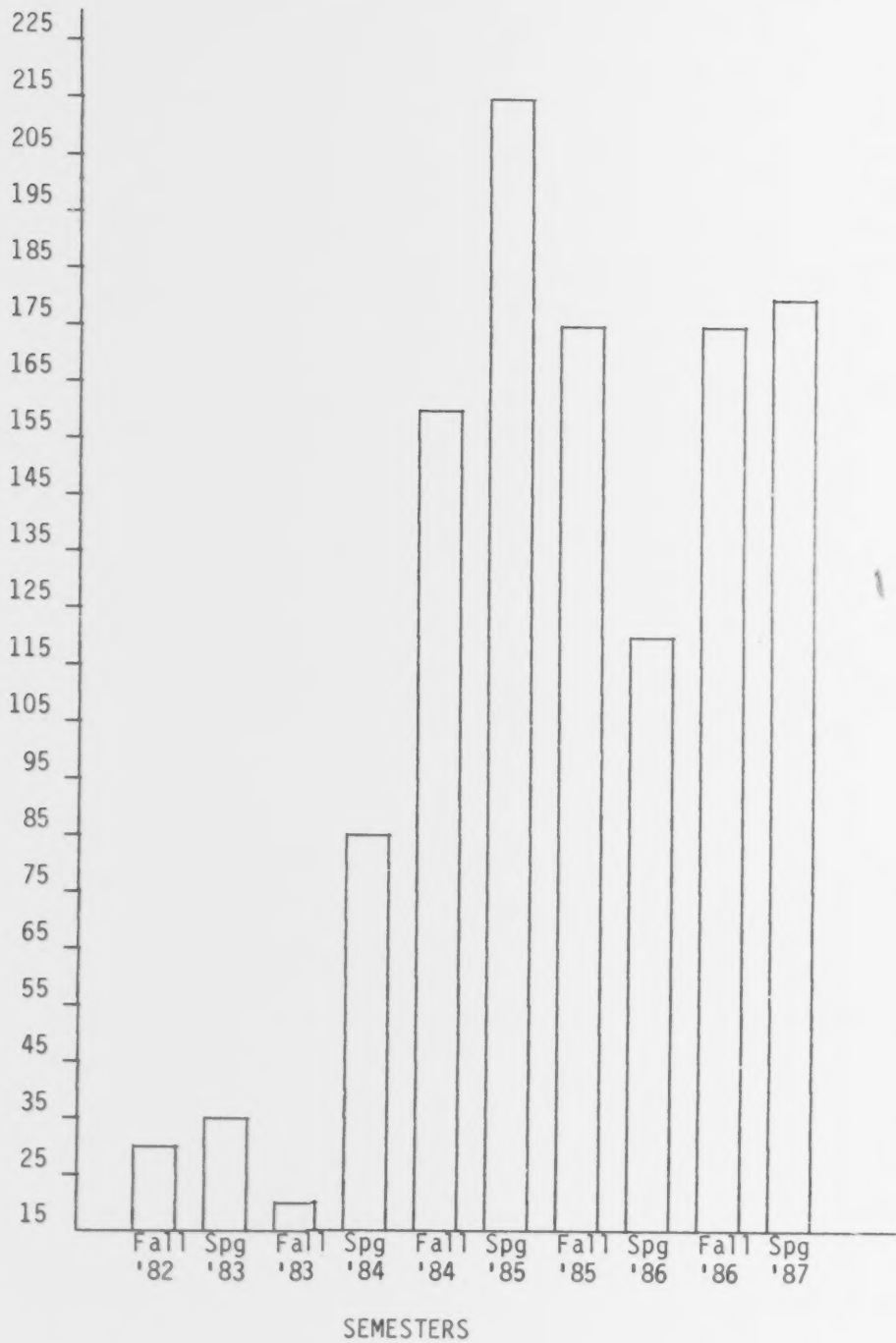
The college program at the penitentiary coordinated through Central Wyoming College in Riverton, completed its 11th year of classes in May, 1987, graduating 8 inmate students, and for the first time, a staff member-student. The 9 graduates who participated in commencement ceremonies marked the third consecutive graduating "class" from the penitentiary and raised the total of graduating-students to 21 since 1985.

Enrollment in classes increased from an average 145 students in FY 1986 to 178 students this past year. The primary contributing factor to this growth in enrollment most certainly was more inmates taking advantage of various tuition assistance programs (ie. Pell Grants, Wyoming Vietnam Veteran Tuition Assistance, penitentiary-tuition assistance, and CWC-granted academic scholarships). In the spring 1987 term, for example 92% of the inmate students enrolled in classes applied for financial aid and 98% received some form of tuition assistance to help offset the costs of their continuing education. The graph shows the trend of college program enrollment since the program was moved to the present new prison facility in 1982. Of special note from the graph is the significant enrollment increase starting in the spring, 1984 term, the first term the Pell Grant program was approved for inmate students.

The college program continues to provide a viable, meaningful continuing education opportunity to inmate students. As increasing numbers of inmate students complete their Associate degree programs, however, there will be an increasing need for a 4-year degree, even post-graduate degree program. To this end, then, the long-term goal in college programming will be the establishment of a program to better handle the continuing education needs of a more educated inmate student population.

COLLEGE ENROLLMENT

FY 1983 to 1987



IX. PAROLE BOARD STATISTICS

The Wyoming State Parole Board is an agency which is directed by the Governor's office. The Board consists of five (5) appointed members who meet on a rotational basis of three members each hearing. These members review and determine both an inmate's parole eligibility and the amount of time an inmate will serve in the community on an approved parole program.

Inmates actually become eligible for parole consideration upon completion of their minimum sentence. There is an obligation of the parole board to review an inmate's case three (3) months prior to the expiration of the minimum sentence. Minimum sentences of five (5) or more years are reviewed at the conclusion of the first five (5) years and each year thereafter.

The following information is a summary of parole board activity during the past two years.

	<u>FY 1986</u>	<u>FY 1987</u>
Total inmates reviewed	416	376
Regularly scheduled case reviews	352	325
Special and/or unscheduled case reviews	70	51
Eligible inmates denied parole	108	83
Inmates placed on parole	75	91
Inmates paroled to new numbers or detainers	7	11
Inmates commuted	43	13
Inmates having their parole revoked	25	12

Prison employees, including the warden, unit managers, counselors, chaplain, classification/parole supervisor, and records supervisor expended in excess of 1,800 man hours in work related to the preparation of parole board reports, agency in-house interviews, and attendance at the parole board hearings. The counselors in particular, have been heavily impacted by work related to parole hearings. This emphasis placed upon parole board casework management does in fact limit the amount of time a counselor is able to spend in the actual required counseling and/or prison related casework management.

X. MISCELLANEOUS FACTS

A. Oldest inmate

76

B.	Youngest inmate	17
C.	Median Age	28
D.	Number of Wyoming inmates in other states (interstate transfers)	29
E.	Number of other states' inmates in Wyoming (interstate transfers)	34
F.	Number of offenders transferred to Honor Farm	114
G.	Crimes of violence (% of inmates received during FY 1987)	37%
H.	Property Crimes (% of inmates received during FY 1987)	43.8%

WYOMING HONOR FARM
RIVERTON, WYOMING

JAMES GAMBLE
SUPERINTENDENT

WYOMING HONOR FARM

Introduction

Wyoming State Statutes [25-2-102 (a) and 25-2-102 (c)] established the Penitentiary Farms (now called the Wyoming Honor Farm) and defined its basic functions:

- (a) "The State of Wyoming is hereby authorized to establish, maintain and operate one or more penitentiary farms or same as needed and necessary to provide a place of confinement for persons committed to the Wyoming State Penitentiary."
- (b) "All funds from the sale of products or services produced on penitentiary farms shall be credited to the Intra-Governmental Fund to pay for a percentage of the Honor Farm Program."
- (c) "All penitentiary farms established as herein provided shall be operated and maintained under the general supervision of the State Board of Charities and Reform."

The Wyoming Honor Farm serves as a place where incarcerated male felons can learn to be productive in a supervised agricultural environment. The Honor Farm teaches men how to work, how to accept and live by the limits and responsibilities of a job and how to appreciate the fulfillment of completing an assigned task, plus being able to see the results of their hard work. In addition to agricultural related vocations the Honor Farm offers vocational training in Construction Trades, and Meat Processing. The Wyoming Honor Farm as an agency, encompasses more than farming or a place of confinement as stated in the State Statute 25-2-102 (a). The State Board of Charities and Reform took action on September 1, 1977 to administratively and fiscally separate farming work and work release operations from the Wyoming State Penitentiary. As an agency, the Wyoming Honor Farm supervises the statewide Work Release programs as authorized by law (7-13-717) through (7-13-726) with general supervision from the Warden of the Wyoming State Penitentiary and the State Board of Charities and Reform.

The Honor Farm is an institution which combines vocational training, a therapeutic environment and a productive working farm operation. The Wyoming Honor Farm was acquired by the Twenty-First Legislature in 1931, and \$50,000 was appropriated for the Honor Farm's first year of operation. Located at the northern boundary of the City of Riverton, in Fremont County, the Honor Farm totals 869 acres. In the spring of 1979, action was taken

to expand the farming operations of this agency with the addition of approximately 2,457 acres of State and leased lands (480 acres school lease, 321 acres private lease from John Henry and 1,360 acres federal lease from the National Guard) directly adjacent to the Wyoming State Training School in Lander. The program at the Honor Farm is geared toward vocational training, plus utilizing production, processing and distribution of farm products, specifically cattle, swine, dairy and field crops, as a therapeutic tool which teaches appropriate work habits and allows the inmate the opportunity to feel productive. The Honor Farm provides meat products, primarily for themselves and the Wyoming State Penitentiary, with other institutions (Wyoming Boys School, Wyoming Girls School, Wyoming Pioneer Home, Wyoming Women's Center, and Wyoming Youth Treatment Center) receiving limited amounts.

At present, there are four houses to house staff members. There is a barn, dairy barn, butcher shop, hog house and finishing barn, construction shop, garage and mechanic's shop. In addition, the Administration Building, which has offices, kitchen, dining room, and living quarters for 100 inmates. A new feedmill, hog gestation shed, feedlot and Vocational Education Shop Building were added in FY 84. Solar retrofits have been added to the Modular Dorm and the Administration Building. A new dorm housing 40 men was completed in October, 1985.

The Honor Farm, as of 9/01/87, has the following farm enterprises:

<u>809 Head of Beef Cattle</u>	<u>530 Head Swine</u>
302 mother cows	62 brood sows
116 heifers	5 boars
303 calves	99 baby pigs
16 bulls	243 growers pigs over 3 mos.
13 steers (yearling)	82 finishers
3 horses	39 gilts
56 Holsteins	
	<u>Crops (Riverton)</u>
<u>147 Dairy Cattle</u>	38.5 acres Barley
133 producing cows	80.5 acres Corn Silage
13 calves	340.9 acres Alfalfa
1 bulls	150.3 acres Grass mix
	43.5 acres Sudan/Sorghum
<u>Lander Crops</u>	2.0 acres garden
2,457 acres pasture	6.6 acres Sweet Corn

The goal of the Wyoming Honor Farm is to produce or purchase, process, and distribute meat and vegetables to several State Institutions.

In June of 1981, the Board of Charities and Reform instructed the Honor Farm to set up to begin operating within the guidelines of an Intragovernmental Fund. Because of this directive, the following changes were recommended.

(1) The Farm's budget should be divided into two programs:

One funded by the General Fund and one funded by the Intragovernmental Fund should cover those costs which would be incurred by the State even if the farming operation did not exist. Items in this program would include food, clothing, medical care, part of the utilities and the like. The other program would include those items inherent to the farming operation such as livestock, feed, equipment and fertilizer.

This directive was followed by the Legislature when they mandated the Honor Farm to develop an Intragovernmental Fund to cover all costs of the farming operation excluding salaries. The Honor Farm has the Administrative account (001) which is all General Fund money. The Farm Account (002) is composed of General Funds and Intragovernmental Funds. Only salaries are paid by General Funds in the Farm Account. Also at the directive of the Legislature a Vocational Educational Account (003) was developed for the purpose of starting and expanding vocational educational programs. This account is funded entirely from General Funds. These accounts were begun in FY 83, (July 1982).

(2) The Farm should be allowed to set its own price for its goods to insure total recovery of the costs incurred both directly and indirectly in the farming operation. This will establish once and for all whether the Farm is a viable operation because their goods will be in competition with those of private enterprise for quality and price.

The Legislature directed the Honor Farm to begin charging realistic prices for their products in January of 1982, and to begin depositing the money to the Intragovernmental Fund in March of 1982. These funds could not be spent until FY 83.

(3) The Farm should be separated from the Penitentiary both financially and administratively in June of 1981.

Inmates placed on the Honor Farm are classified as to risk to the community by the Penitentiary classification committee, and are then screened once again by the Warden of the Penitentiary and the Superintendent, or his representative, of the Honor Farm. The names are then presented to the Honor Farm Council for final approval. The policy is to assign inmates to the Honor Farm in accordance with classification objectives regarding Minimum Security custody assignment. Due to the nature and variety of programs available at the Honor Farm, particular concern is given to the amount of time remaining on the inmate's sentence prior to a possible release date. For example, the Farm may need inmates who are serving longer sentences for assignments in the farm industries; while inmates with less time to serve would be placed in training programs and/or Work Release programs. Thus, to achieve continuity in farm industry programs it is practical to have inmates for longer periods of time, while a continued flow of inmates through the training and Work Release programs provide for dependable transfer opportunities for inmates serving lesser

sentences. At present the inmate population is 99. It has been as high as 100, and is expected to consistently over 100 inmates in FY 1988. The Work Release program was instituted in February of 1972 with the placement of inmates in Rawlins, Casper and Gillette. Due to our crowded conditions, political considerations, and lack of living area, the Casper and Gillette programs were terminated during the latter part of FY 79, and the first two months of FY 80. On December 10, 1979 the Work Release program was initiated on the Honor Farm with inmates working throughout Fremont County. At present there are only two Work Release Programs, Riverton and Rawlins. During FY 87, 39 inmates participated in the Work Release program in Riverton, but an additional 33 men were placed in Community Programs, thus 72 men participated in the Work Release Program.

Philosophy

The philosophy of the Honor Farm would be the same as the philosophy of the State Penitentiary where applicable. The general philosophy is as follows:

"Traditionally, penitentiaries have been awarded the task of separating criminal offenders from society; however, society has not often reflected upon the fact that the majority of offenders would soon return to the communities from which they were sentenced. Further contributing to this dilemma, is the fact that the prison system has been traditionally, and perhaps unintentionally, successful in teaching inmates merely how to live in prison as opposed to providing skills needed for successful non-prison life. The net result of this conflict can be measured in terms of high recidivism rate and an equally high financial burden upon the taxpayer whose money is necessary for prison operation.

Considering the fact that the Wyoming State Penitentiary according to State statutes and court sentencing orders, must provide the function of security, (i.e., isolate the more dangerous criminal from society, ensure that the offender serves his imposed sentence, and provide him protection while he is incarcerated) integration into the community is not an easy task to achieve. Nevertheless, the Wyoming State Penitentiary (and Wyoming Honor Farm) further recognizes the fact that the traditional prison system does not provide, with its often debilitating inmate environment and social system, the individual offender with the necessary safety precautions or protection and rehabilitative incentive. Subsequently, it is the Honor Farm's purpose to maintain, as much as possible, an environment free of criminal behavior in order that the offender may be required to exert no effort for self protection while maximum effort for self betterment.

Note: It must be noted that no matter what we do, corrections as a system is punishment. Many people feel punishment is necessary in the criminal justice system and is important because:

- (1) Punishment cancels the advantages offenders have gained from their wrongful acts.
- (2) Punishment restores the solidarity of the community by reaffirming the norms of conduct.
- (3) Punishment of offenders sustains the confidence of the people in the administration of justice.

Punishment must be lead to reconciliation. Reconciliation will not occur without hope, and must be based on a reasonable expectation of a better life once the inmate is released. Many will return, but we must manage correctional programs as though there were hopes of restoring all of them. We must do our best under the circumstances. But we must be proactive, not reactive, and develop new functional programs realizing the fact when we take away freedom we are punishing. Punishment provides vengeance for society, but we are not looking for vengeance, we are looking for safety, and only through treatment will we get safety, safety for society and for the resident.

A further requirement is that a correctional system should be economically managed. Nobody should be held in maximum security custody who can be safely released to the Honor Farm or community supervision. Nobody should be more supervised than safety requires. The closer the confinement the greater the cost. Needless supervision wastes money. Thus, the reason for the Wyoming State Honor Farm.

The policy of the Honor Farm, developed by the Board of Charities and Reform in 1977, as to the Farm Operation Goals and Objective is as follows:

Policy:

Farm production functions are not-for-profit activities designed to provide select inmates genuine farm related training and work experience. Such activities entail conduction of exemplary farming operations and the provisions of food products to other institutions under the Board of Charities and Reform.

On-farm functions are preparing the inmate for a successful sojourn in the "free-world". Such activities entail a heavy emphasis on pre-release programs that capitalize on community education and treatment resources; plus screening, preparing and arranging for inmate participation in State Work Release Programs.

A secondary function of this facility is to provide "protective custody" to low security risk inmates who for whatever reason (legal, medical, psychological, etc.) cannot safely survive in some other penal facility.

The Mission of the Honor Farm is:

- (1) To prepare residents assigned to the Honor Farm to return successfully to community life.
- (2) To produce beef, pork and vegetables, to be sold to State Institutions at a savings to the State; plus produce milk to be sold to Mountain Empire Dairyman's Association (M.E.D.A.)

The Objective is:

- (1) To reduce recidivism to the lowest possible denominator, and to help the resident become a better citizen and a tax payer.

The Goals are:

- (1) Through the discipline of work, teach the resident good work habits.
- (2) Through production, develop a pride of accomplishment for a job well done.
- (3) Through individual and group counseling, based on individual treatment plans, prepare the resident to return to the community life.
- (4) Help develop, with the resident, a support system with family, friends, and community services to sustain him once released.
- (5) Through education and counseling, eliminate dependency on drugs and alcohol.
- (6) Upgrade skills and employment opportunities to increase self supporting opportunities after release.
- (7) Expose the resident to community living through supervised, controlled visits and Work Release, and unsupervised furloughs.
- (8) Through limited self government, teach the resident to function within the democratic process.
- (9) Through a vocational educational system, provide basic, short term education, supplemented by supervised on-the-job training to equip the resident with a clear understanding of the assigned task and a functional vocational education.

MAJOR ACCOMPLISHMENTS

The Wyoming Honor Farm, as an agency was budgeted \$1,571,041.00 for FY 87. This included General Fund Appropriation (1,113,963.00), Intragovernmental Funds from sales of farm products (\$313,700.00), and Omnibus Land Income Funds (\$46,980.00). In addition the Honor Farm spent \$63,244.60 on Capital Outlay Projects, we had a total of \$91,023.00 appropriated. These funds were spent on renovation of the electrical system in all buildings, completing the concrete paving of the Honor Farm roads, plus improving TV reception to the living areas. At the end of FY 87 there was a total of \$9,303.79 encumbered, and a balance of \$152,392.22.

The General Fund appropriation was divided among three (3) programs: Administration (01), Farm (02), and Vocational Education (03); and six (6) Capital Outlay projects and four (4) Omnibus Land Income Funds; Replace hot water boiler for Administration Building (71.01); Replace stair treads and kitchen floor \$7,500 (70.01); Clean ditches and install drain pipe, \$17,000 (72.01); Install drain system for hog barn, \$17,000 (74.01).

The following table shows a visual representation of how these funds were used:

<u>Funds Budgeted Program</u>	<u>Appropriated General Funds</u>	<u>Omnibus Funds</u>	<u>Intragovernment Funds</u>
Admin. (01)	\$848,918.00		
Farm (02)	135,041.00		\$313,700.00
Vocational (03)	130,003.68		(Budgeted \$444,171.00)
Data Service (05)	5,375.00	(Federal Funds)	
Capital Outlay	91,023.00	46,980.00	
TOTAL	\$1,204,986.20	\$46,980.00	\$313,700.00
<u>PROGRAM</u>	<u>Total Spent</u>	<u>Encumbered</u>	<u>Balance</u>
Admin. (01)	\$ 744,456.46	\$ 1,006.13	\$ 103,455.41
Farm (02)	443,259.81		5,481.27
Voc. Ed. (03)	116,260.16	925.00	12,165.94
Data Service (05)	3,997.97		1,377.03
Capital Outlay/OF	101,370.87	7,372.66	29,259.99
TOTAL	\$1,409,345.27	\$ 9,303.79	\$ 152,392.22

CAPITAL OUTLAY PROJECTS

1) 071 71.01 FY 83 - Remodel Meat Plant. These funds were

appropriated to remodel the meat plant and bring it to the standards of the State and Federal Meat Inspectors. The original amount was \$85,000, of that \$5,542.46 was carried over to this year, and all of that amount was spent on the purchase of some new equipment, the construction of a new freezer, and the installation of special wall covering in the cooler.

- 2) 072 72.01 FY 83 - Concrete Paving. These funds were appropriated to pour over 1,600 yards of concrete on the roads internal to the farm. The original appropriation was over \$95,000, of that amount \$427.88 was carried over to the FY 87 budget. These funds were used for minor repairs.
- 3) 073 73.01 FY 83 - General Improvement of the Honor Farm. In FY 83 the Legislature gave the Honor Farm \$250,000 to remodel the Farm which was very run down. In FY 87, a balance of \$883.97 remains and was used to improve the TV reception to the other living areas.
- 4) 073 73.01 FY 85 - Electrical Renovation. A total of \$283,000 was appropriated to upgrade the electrical system of the Honor Farm, place it underground, and upgrade the buildings. In FY 87 \$83,948.77 was used to upgrade the electrical service in the buildings.
- 5) 074 74.01 FY 83 - Move and Remodel Modular Dorm. A balance of \$220.44 was carried over to FY 86, none of these funds were expended, and they were carried over to FY 87 and were used to upgrade the TV system to the modular dorm.
- 6) 076 76.01 FY 86 - Greenhouse. These were Omnibus Funds that were used to move and store a greenhouse from Colorado to Chevenne. This greenhouse will be used on the Honor Farm when a budget is appropriated to set up and run the program. \$20,000 was awarded, and a balance of \$1,480 remained to pay for the storage, and the greenhouse has now been transferred to the Honor Farm for storage.

A graph of the percentages:

```
ADMIN. 01 .
  53%
.....
FARM 02 .....
  31%
      .
      CAP.OUT. .
      8% .....
          .
          VOC. ED. .
          8% .
```

#1 on the graph is the Administration Program; this consists of housing and maintaining the residents, administrative and security costs, plus medical, Work Release, utilities, travel, and repair and remodeling of the buildings. This takes 53% of the entire budget.

#2 is the Farm Program. Under this budget all of the salaries for the men involved in the agricultural program come from this area, plus all of the cost associated with operation of the crops, livestock and utilities and feed associated with this program. The majority of these funds come from the Intragovernmental Fund, which are funds that are generated by the sale of the meat, crops, and livestock that is produced on the Farm. This program takes 31% of the expended funds.

#3 is the all of the Capital Outlay and Omnibus funds spent in FY 87, these funds were described on the preceeding page. 8% of the entire budget were expended in this area.

#4 is the Vocational Education Program. From this budget come the salaries for some of the Vocational Educators, and the costs associated with the educational aspects of the programs. At this time there are educational programs in Building and Maintenance, Meat Cutting, Farm Mechanics, Swine Production, Dairy Management, Crop Management, and Beef Production. This program required 8% of the entire budget expended.

ADMINISTRATION PROGRAM

During FY 87, \$744,456.46 was spent on this program. This was a decrease of \$7,426.24 over FY 86. There were two (2) less men per month in FY 86, and there were two more buildings that were maintained. The reduction is due to more effective controls and a more favorable economy. The objective of this program is to reduce recidivism to the lowest possible denominator, and to help the resident become a better citizen and taxpayer. To reach this objective we have outlined the goals in the Introduction; but basically it means that as a state institution we will provide a community for adult convicted felons to live in a clean, decent facility which encourages them to effectively deal with the issues which caused their current situation. In addition we wish them to develop an outlook of optimism, hope, and realism regarding their future.

PERCENTAGE COMPARISON

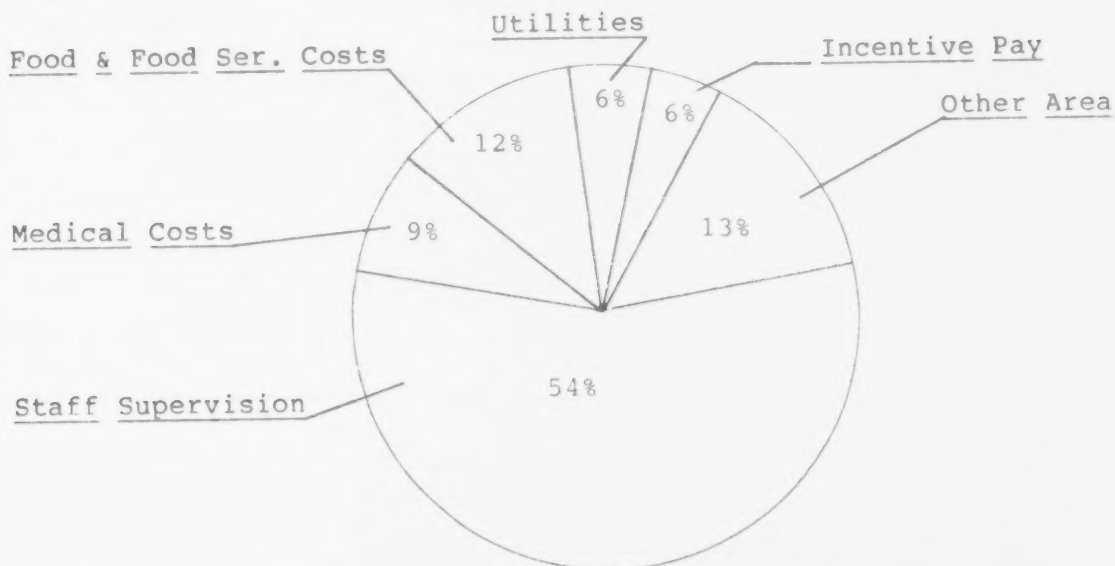
FY 87 (\$744,456.46)

FY 86 (\$751,882.70)

9%	Medical Costs	9%
12%	Food and Food Ser.	13%
6%	Utilities	5%
6%	Incentive Pay	5%
13%	Other Areas	15%
54%	Staff Supervision	53%

This comparison shows that the cost remain close, but there were slight increases and decreases.

1987 Tax Dollar



As has always been the case, the Administration budget is primarily spent on personnel, with food costs, communication and utilities being the other major expenses.

In FY 87, 30,686 man-days were served by 199 men at the Wyoming Honor Farm. This compares to 29,964 man-days by 200 men in FY 86. This calculates to 2,557 man-days per month in FY 87, compared to the 2,497 in FY 86, or an average population of 85 in FY 87 as compared to 83 in FY 86.

During FY 87, the Honor Farm served 199 residents; the maximum population was 101, and the minimum was 73. With a staff of 25

employees the Honor Farm managed 30,686 man-days in an open setting. Of the 199 residents at the Honor Farm in FY 87, the following table indicates their outcome as compared with FY 86.

	FY 86		FY 87	
	<u>200</u>	<u>Total</u>	<u>199</u>	<u>Total</u>
Paroled or Discharged (incl. Community Programs)	90	45%	69	35%
Returned to Pen	13	7%	29	14%
Escaped	9	5%	3	1%
Remain at Farm end of FY 88		44%	98	49%
Highest Population	92		101	
Lowest Population	71		73	
Average Population	83		85	

The above chart indicates that we served fewer men in FY 87, but they stayed for longer periods of time, thus the average population increased. The Farm, in FY 87, returned more men to Rawlins because rule violations or of their own choice. There has been a general decline in the number men who return; in FY 83, 68 men were returned to Rawlins, 37 in FY 84, 15 in FY 85, and this was reduced to 13 in FY 86, but this increased to 29 in FY 87. This was the result of a better screening process between the Penitentiary and the Honor Farm, and the active involvement of the Honor Farm Council and the Quorum. The increase in FY 87 was due to a reduced talent pool from which to choose. In FY 86, there were 9 men who chose to escape, this was reduced to 3 in FY 87, all but one have been caught and are now serving extra time in Rawlins. This was 1.0% of the men served, and this is one of the lowest in the nation for a totally open institution.

COMPARISON CHART

	<u>FY 86</u>	<u>FY 87</u>
Man Days Served	29,964	30,686
Man-Days Cost/Day	\$30.47	\$29.28
Staff Supervision/Day/Man	\$19.35	\$19.71
Incentive Pay/Day/Man	\$ 1.74	\$ 1.91
Food, Food Ser./Day/Man	\$ 3.41	\$ 2.92
Medical/Man/Day	\$ 2.33	\$ 2.04
Communications, Utilities/Man/Day	\$ 3.01	\$ 2.31
Housekeeping/Man/Day	\$.63	\$.39

This comparison, in order to reflect the true operation costs, also contains the funds spent from the Farm Program, and the Vocational Education Program.

RECREATION

The recreation program of the Honor Farm includes softball teams, bowling teams, and a basketball team. There are also facilities for weight lifting and playing billards. All of these activities are supervised by residents with staff providing supervision and transportation when traveling is required.

The Honor Farm had two slow pitch team this summer, and they played in the Shoshoni League. The all-star team got second in the league, and also got 5th in District Tournament.

In addition there are two bowling teams which are participating in the Shoshoni League. The team member must pay all of their own costs, and the Honor Farm will provide the transportation.

The Honor Farm basketball team usually participated in the Riverton City League, and has won the class B league, but in FY 87 there was no team because of limited talent and interest.

TREATMENT

Treatment is progressing at the Honor Farm, but there is still much that needs to be done. The Honor Farm has attempted to create an atmosphere where change is possible. Counseling is a priority on the Honor Farm, but there is still not enough trained staff. There are groups based on the teachings of Stanton Samenow, author of "Inside the Criminal Mind". These groups meet 5 days a week for an hour each day. In addition there are two very active Sex Offenders Group which meet once a week for two hours, and is based on the teachings of A. Nicholas Groth, Ph.D. author of the book, "Men Who Rape". The Farm is privileged to have worked an agreement with Dr. Groth so that he serves as a consultant to the program and generally spends a week every other month. This direction has been invaluable in improving the program, and in addition we have had him visit all of the other institutions to provide training and consultation. There are also two Drug and Alcohol Classes are that are presented by the staff of the Fremont Counseling. All of the residents are required to attend 10 sessions before they are permitted to apply for Work Release. The counseling is essential to produce change, and there is a great deal of informal counseling that goes on with staff and the more stable residents serving as peer counselors with many of the residents.

The Honor Farm has been in the process of testing all of the residents to come up with a viable treatment plan for each resident. The Farm has created an environment that is conducive to developing a responsible individual who is aware of what must be done to become a member of a community, and knowing what is available to help the adjustment. In developing the environment, the primary focus has been to develop an active, functional Honor Farm Council and Quorum, the development of staff training, and the involvement of more capable residents in a supportive peer

counseling program.

HONOR FARM COUNCIL AND QUORUM

The Inmate Council was started in February of 1983. It included seven residents and the Superintendent. Four of these residents were elected by the resident population, and three were appointed by the Superintendent. In May of 1984 the concept and name was changed to the Honor Farm Council, and includes both staff and residents. The Council meets twice weekly, and any staff or resident who is interested is encouraged to attend the meeting. As the interest increased it became necessary to have a certain group who did all the necessary paper work and met with the Superintendent and other staff, and this body was called the Quorum. At present the Quorum consists of six or seven men who are selected by the other members of the Quorum and the Superintendent and confirmed by the general resident population.

This Council is responsible for advising the administration in the development of policy, and enforcing the policies once they are put into practice. This group also recommends and advocates for residents in determining whether an incident report should be considered a major rule violation, or should be dealt with in a less severe manner. Any resident that receives an incident report has the choice of appearing before the Quorum and the Superintendent, or the entire Council, or the Honor Farm staff, or they can choose to return to Rawlins for a disciplinary hearing.

The role of policing themselves and serving as a form of self government is very controversial. The residents of the Council, and especially members of the Quorum are very active in supervising and detecting any violations which may affect the population. These men have reported people drinking, using drugs, or any other violation, and then they have sat down with the people and attempted to come up with some form of realistic consequences and program to help the individual. There is a very new role for incarcerated men to take, but it is a necessary role if they expect to learn to be responsible and maintain the freedom they have at the Honor Farm.

In order to improve the functioning and order of the program, the concept of the Area Representative was created. Each Area Rep has 3 to 10 residents that he represents, he is responsible for all of the men and their living area. Should they have a need, or a problem, he is the person they can contact to get help, he can offer the help, or direct them to someone who can help.

The Honor Farm Council Program was approved by the Board of Charities and Reform in January of 1984, and it is the most functional program at the Farm because the Council:

- (1) Provides an opportunity for the members to learn the real meaning of responsibility for themselves and others, and it teaches them the consequences of their actions.

- (2) Allows the development of a true community concept with a democratic self government by their peers.
- (3) Creates a system by which the residents have constant contact and access to someone who can produce change.
- (4) Develops a true sense of communication and cooperation between staff and residents by creating an environment which has horizontal communication, person to person, as opposed to the typical vertical communication, which is superior to inferior.
- (5) Allows the Honor Farm to have less Security staff, but still provides the supervision necessary to limit the majority of the violations that are usually impulsive

The staff and residents continue to develop more communication, and the majority of the staff accepts and supports the concept, plus they realize the benefit to them. At times some residents resent the system because of the old con concept of "do your own time". It is no longer possible to do your own time, and thus it is no longer easy to circumvent the system. The focus of the Council is to keep everyone involved and informed.

A complete set of records of all meetings, activities, policies, and fines is available to be examined. All new residents are given an orientation of three days, plus are assigned a sponsor to help them understand the system. They are instructed in all of the policies and expectations, plus they are introduced to all of the staff who explain the various programs and schools.

The Council/Quorum concept will continue to grow; there will be mistakes; people who return to Rawlins will communicate negative reports, but it will continue to teach people that there are responsibilities to belonging to a community, and that the more responsibility one assumes, the more freedom that person and the entire program will have within the limits of the law. This program is the primary reason the attitude at the Honor Farm is so positive, there have been few escapes, and the work, general cleanup, and production has greatly increased, plus the level of cooperation is improved.

EXCURSIONS

By a policy approved by the Board of Charities and Reform, residents of the Honor Farm are allowed to go on staff supervised excursions to the movies, dinner, shopping, fishing, swimming, etc. This is very much a part of the treatment and philosophy of the Honor Farm because it allows a resident the opportunity to interact in a near normal situation in the community, and it poses no security risk or threat to the community. During FY 87, we had over 8,784 hours by 1,896 men of supervised excursions (not including ball games, doctor calls, clothes shopping) to various activities. This program is closely supervised and the

residents are required to contribute something extra to the Farm in order to earn the right of going on an excursion. There is a form that must be signed by job supervisors, security, group leader, and area rep in order for the man to be able to participate in the program.

FURLOUGH PROGRAM

In July of 1983 the Board of Charities and Reform authorized the adult correctional facilities to begin granting unsupervised furloughs to men who were on Work Release and thus within 6 months of their minimum release date. In January of 1984, the Wyoming Legislature authorized furloughs with a new law, 7-13-728.

The present furloughs are now granted to men who are within 6 months of their minimum release date. They are eligible to request a 3 hour unsupervised furlough the first month, 6 hours the second month, 24 hours the third and forth month, and 48 hours the fifth and sixth month. Once they are have an exact discharge date through parole or discharge, they are eligible for 10 day furloughs the last 45 days. Each participant is required to have to have a sponsor (wife, parent, friend, etc.), and the resident is required to complete an application which specifies location, time of leave, make of vehicle and a complete agenda of all activities and locations. This form is presented to the Honor Farm Quorum for their review with the Superintendent granting final approval. The application is similar to the excursion form in that staff supervisors, security, and the area rep have the opportunity to approve or deny the furlough before it is presented to the Quorum. Once approved, the local law enforcement are provided a form which specifies the name, location, make of car, and time of the furlough. Furloughs for communities other than Riverton are also possible, in these cases the sponsor is required to pick them up and return them, and the concerned law enforcement agencies are notified by phone and mail.

This program has been very successful, and has had a very positive effect on the attitude of the men participating. Upon returning from furloughs the men are required to fill out a questionnaire regarding what transpired, how they feel about the program, and what they like or dislike about the program. They usually do this with a Security Officer.

Comparing FY 86 and FY 87:	<u>FY 86</u>	<u>FY 87</u>
1. Total number of hours spent on furloughs:	23,281	12,969
2. Total number of furloughs taken:	374	210
3. Total number of men who participated:	194	132

During the forth year of existence the Furlough Program continues to be a success. There have only been three infractions involving alcohol, and these men were granted no other furloughs.

In June of 1987 this program was expanded to include all residents of the Honor Farm once they have been at the Honor Farm for at least 6 months. The program is beginning very slowly, and is limited to a maximum of 48 hours every 3 months, but once they are within 6 months of the minimum release date they are eligible for the regular hours each month. The Furlough program is very important in the treatment aspect of the Farm, and since the program began we have had 795 men take 53,273 hours of furlough with only three violations. Men who are off the Farm for more than 24 hours are required to call in daily at their own expense.

Thus in Summary:

1. It is an excellent program, this year we had 132 men take 210 furloughs for a total of 12,969 hours.
2. The eligibility has been extended to all men who have been at the Honor Farm for at least 6 months to be able to spend limited time with their families.

It is noted that all furloughs are subject to review by the Honor Farm staff, Quorum, and Council, and must be approved by the Superintendent. Furloughs are a privilege, not a right. If there is any question about a man's possible conduct he is not granted the furlough.

RECOMMENDATIONS AND PROBLEMS

- (1) The Standard Budget is not sufficiently funded in the area of Office Supplies (231), and Equipment Repair (202).
- (2) More staff are needed, especially in the area of counseling. Residents who come to the Farm have problems, treatment plans, and constant evaluation of selected goals is essential. An effective treatment program requires staff to be trained and able to mirror and discuss the issues that the resident is dealing with at the time. The residents need a confrontive, encouraging environment to progress from a life style of irresponsibility to one of responsibility. The success rate in corrections is very limited, but we must develop new programs, and we need to take risks if we expect to really change, or affect the belief systems of these men. At this time of limited funds there is no funds for such positions, but they will be requested in the future.
- (3) Continued development of community relations with the citizens of Riverton and Fremont County. The Honor Farm keeps local law enforcement officials aware of all activities which affect the community. Pictures and a brief profile of each resident is provided to the Police and Sheriff Departments. A schedule of each resident's furlough plans are provided to the involved law enforcement agencies. The Farm continues to stay involved in community projects, we maintain the bike path, participate in the

softball league, basketball and bowling leagues in Riverton and Shoshoni. In the Spring letters were sent to all agencies and organizations in Fremont County inviting them to tour the Farm, response was very poor, but those who attended we very pleased. In addition we have a Community Awareness Project (CAP) that is composed of 3 to 5 residents and a staff member that tours the state speaking to schools and community gatherings. This project is financed by the group that invites us to speak.

- (4) Develop more community programs such as recreation and community service programs. The Honor Farm plans to develop a program which will provide a labor force for a half of day a week to any non-profit agency or community in Fremont County.

FARM PROGRAM (02)

Objective: To produce beef, pork, and vegetables to be sold to State Institutions at a savings to the State; plus produce milk to be sold to Mountain Empire Dairyman's Association (M.E.D.A.).

BCR Policy: Farm production functions are not-for profit activities designed to provide select inmates genuine farm related training and work experience. Such activities entail conduction of exemplary farming operations and the provisions of food products to other institutions under the Board of Charities and Reform.

Since July 1, 1982, the Honor Farm has been functioning under an Intragovernmental Fund. All the products are sold at a little below market price so that the farming program will pay for the majority of its operation. This was recommended for several years and has proven to be an excellent concept.

The residents placed at the Farm do not usually become farmers, but they do learn the expectations of work, and what is expected; the fact there is a time one begins work, one must follow instructions, must complete tasks, and there is a time to quit work. Another plus is the fact the Honor Farm must operate within the funds we are able to earn through the Intragovernmental Fund. This contrasts the concept of many institutionalized people that the State has unlimited funds and can pay for everything. The residents soon learn if there is waste or poor management it is reflected in their pay because of the limited funds. The Honor Farm only spends funds on the agricultural programs that have been generated through the sales of the products raised on the Farm.

The Legislature directed the Honor Farm to begin depositing to the Intragovernmental Fund in March of 1981. The results of the Intragovernmental Fund (06) for FY 87 are as follows:

<u>Revenue</u>	<u>FY 87</u>	<u>FY 86</u>
Balance in Fund 06 from FY 85	\$ 459.65	\$ 5,672.97
Total Funds Paid to Fund 06	317,448.60	285,567.49
Value of Products Traded to Wyoming Boys School for grain.	8,656.24	24,431.70
Intragov. Total Income	\$326,104.84	\$315,672.16
General Fund Appropriation (Salary)	135,041.00	114,415.00
Total Funds	\$461,605.49	\$430,087.16

<u>Expenditures</u>	<u>FY 87</u>	<u>Balance in Fund 06</u>	<u>FY 87</u>
Personal	\$133,748.41	Revenue	\$317,908.25
Supportive	214,116.24	Approp.	135,041.00
Re-Sale	95,395.46	Expend.	443,259.81
Total	\$443,295.81	Balance	\$ 9,689.44

It is apparent from these records that the Honor Farm lived on what it made. Actually \$579,212.00 was budgeted, but we only spent \$443,259.81. This left a balance of \$23,309.01 encumbered, and a balance of \$113,643.18.

FARM PRODUCTION

Farm production was once again up in FY 87. The reason being better management by the staff. The Honor Farm has one Farm Manager, three Vocational Instructors, and one Farm Production Supervisor. The Farm Manager is in charge of all enterprises, and one Voc. Inst. is responsible for the beef, one Voc Inst. is responsible for the Crops, the other is responsible for the swine and the Meat Plant. The Farm Production Supervisor is responsible for the Dairy. The Meat Production Voc. Inst. and one other positions associated with this program, the Mechanics Instructor, are paid from the Vocational budget. There is good cooperation between all areas, and in selecting replacements for these positions we are looking for well rounded men to be able to have a team concept.

During FY 87 the Farm completed the working pens, built several hog pens, did further remodeling in the Meat Plant, remodeled the milk room, began the rebuilt the hog gestation barn, plus added 6 other hog pens and built the new dairy pens.

The University of Wyoming Extension Section of the College of Agriculture continues to bring the specialists each year. They continue to advise in the planning, and they are very pleased with the progress. Dr. Al Gale is the leader of the team.

In FY 87 the Honor Farm had the following in Riverton:

809 Beef Cattle	340.9 acres Alfalfa
530 Hogs	80.5 acres Corn Silage
147 Dairy Cattle	38.5 acres Barley
	150.0 acres Pasture Grass Mix
	43.5 acres Sorghum/Sudan
	2.0 acres Vegetables
	6.6 acres Sweet Corn
	2,457.0 acres Pasture Lander

Management is improving, there are complete records on all of the enterprises. Breeding is greatly improved, all feed rations are balanced. We are still building our beef herd, thus we slaughter fewer.

Production Sales Comparison:

	FY 87	FY 86
BEEF	110,735 LBS	94,051 LBS
PORK	55,175 LBS	44,611 LBS
VEGETABLES	7 TONS	0
HIDES	258	204
MILK	97,163 GAL.	118,164 GAL.

The total revenue generated from sales of these products in FY 87 was \$317,448.60 as compared with \$285,567.49 in FY 86. It is interesting to note that we produced more animals for slaughter FY 87, we produced more poundage, and generated more income. The average price charged for beef was \$1.28/lb, and pork was \$1.61/lb.

SALES IN FY 87

	BEEF	PORK	TOTAL
PENITENTIARY	\$ 82,244.70	\$36,902.36	\$119,145.06
HONOR FARM	22,208.53	23,177.17	45,385.70
WYO. BOYS SCHOOL	25,835.12	16,412.16	42,247.28
PIONEER HOME	522.82	2,139.54	2,662.36
YOUTH TREATMENT CENTER	5,367.20	5,554.06	10,921.26
WYO. WOMEN'S CENTER	5,778.95	4,816.70	10,595.65
SUPERINTENDENT	115.47	69.78	185.25
SOUTHWEST HIDES 258			6,485.00
WYO. REC. COMMISSION (PROCESS BUFFALO)			1,024.35
TOTAL	\$142,070.79	\$89,071.77	\$238,651.91

There were four major program areas in the Farm operation in FY 87.

- (1) MEAT PLANT: During FY 87 this operation which is under State and Federal Meat Inspection, is composed of a "kill floor", a processing room, a cooler, and a freezer. This meat plant only processes meat for State agencies, there are no exceptions to this rule without direct permission of the Board of Charities and Reform. During FY 87 the Meat Plant processed the following: (Value is based on carcass price)

Beef	202 head	111,480 lbs.	\$ 78,555.33
Pork	238 head	34,368 lbs.	26,074.10
Buffalo	6 head	6,553 lbs.	1,024.35
Hides	258		6,485.00
Totals	440 head	152,401 lbs	\$112,138.78

The meat shop purchased 118 Beef Animals at 156,640 lbs. for \$55,218.00, and 44,974 lbs. of pork for \$33,686.25, for a total of 201,614 lbs. of meat for \$88,904.25.

This program has 9 to 12 residents and full time qualified Vocational Instructor, who is a trained Meat Processor.

The Honor Farm had \$85,000 from FY 83 Capital Outlay Funds to bring this plant to standard. These funds were used to build an addition to the freezer, and to purchase a pattie machine, plus to remodel the cooler. There has been some outside work such as new pens, and a new drive way to the freezer. The plant is suitable now, but there are still a few pieces of equipment needed, such as a stuffer, and a larger grinder mixer.

The Meat Plant is a vital part of our Vocational Education program, and we are in the process of revising the curriculum. The Instructor is a very capable man, and besides teaching the

men the meat trade, he has also taught them about life and the responsibilities of working in a plant. Upon leaving this program the men are able to find employment in the meat trade.

(2) DAIRY PROGRAM

The Dairy operation did well in FY 87. We now have a herd of 147, 133 are producers (84 mature cows, 48 heifers), and 13 are calves, plus one bull. Our production went from 33 lbs per day to 45 lbs per day per cow. It is necessary to note that normal culling practices have eliminated some animals from the herd. The long range objective of the Dairy is to have 200 mature females, of which 12% to 16% will be in a non-productive stage (dry lot). This operation will provide a large monthly income, plus the calf crop can be fattened in our feedlot for eventual slaughter.

During FY 87, the Honor Farm milked as many as 80 cows and as few as 45, 29 were slaughtered, and they generated \$13,920, in addition 75 calves were sold to the beef program as fat steers for \$22,500. The dairy produced 835,599 lbs of milk, or 97,163 gallons. The majority of the milk is sold to Mountain Empire Dairyman's Association (MEDA), and gross sales to MEDA were \$103,614.28 as compared to \$98,953.45 in FY 86, sales to the Honor Farm were \$ 7,420.05, thus the gross sales were \$111,034.33, plus there were 75 calves produced. The amount of profit was less because of monthly deductions of over \$1,000 per month for the Dairy Herd Buyout, and the Gramm Rudman Bill. This program has 10 residents and a Farm Production Supervisor operating it.

(3) SWINE PROGRAM

This program has greatly improved in FY 87. Because of an incompetent supervisor in FY 86, there was very little production, and there was a lot of destruction. The staff member in charge of this unit tore down all of the structures we have for gestation. This man produced nothing, he was terminated in July of 1986. During FY 87 we have grown to 97 sows and produced 707 pigs. The Farm produced 239 animals for slaughter, 34,369 lbs., and they were valued at \$26,074.70 (Carcass weight). Our objective for FY 87 was to increase the sows to 80, which we exceeded, and to produce a group of 20 gilts for replacements. This sow herd will produce 1358, 220 LB. animals on an annual basis. The current use in the Meat Plant is between 300 and 400 head of 220 lb. hogs. At present this program is staffed by 7 residents and the Vocational Instructor who is also responsible for the Meat Plant. In FY 87 six (6) new pens were built and the potato cellar is now in the process of being converted to a finishing pen. The goal is to reach a herd size of 120 sows plus 30 replacement gilts.

The Honor Farm was involved with University of Wyoming in a Canola feeding program. The results are not final and will be discussed in the FY 88 report. In FY 87 all of the goals were

reached with the construction of the pens and the developing the hoovers to keep the babies warm so that the mother sows could stay cooler.

Goals for Swine Operation:

- Repair and maintain all the buildings.
- Have a complete set of records from breeding to farrow to slaughter.
- Continue growth to 120 sows.
- Test various high protein feeds, and improve herd health.

(4) BEEF PROGRAM

The Honor Farm presently has 822 head of beef stock. There are 417 head of mother cows that will produce calves in February of 1988. This is an increase of 115 mother cows in the last year. The cattle operation is a combination cow-calf and feedlot operation. The cattle are pastured in Lander in the summer, and returned to Riverton in the Fall. This program is staffed by 3 or 4 residents and the Farm Manager. During FY 87, this program produced 38 head for slaughter, 304 calves were produced, with a calving rate of 91%. This program does not show a profit, but the inventory went from \$221,115.50 in FY 86 to \$392,400 in FY 87. This was the first year that the Honor Farm began intensive grazing practices, and at times the Honor Farm was grazing over 200 head of animals on waste land such as the ditch banks and some other poor crop lands. This practice will be greatly expanded in the coming years.

In February of 1988 there will be 500 mature mother cows in the Honor Farm herd, and in Feb. of 1989 there will be 750 head of mother cows in the foundation herd. This will put the Honor Farm at the original projected 5 year goal, but it will have taken an extra year, because the 5 year plan was developed in October of 1982. It must be noted at this time that the addition of some grazing lands may become necessary, because 750 mother cows will be the very maximum that the current Honor Farm lands can handle. Based on current market prices, and a average calf weight of 500 lbs., the calf crop of these cows will provide \$240,000 if they are sold at the end of the weaning period.

(5) CROPS PROGRAM

The Honor Farm did farm the Lander farm this year, and produced 328.25 tons of Alfalfa, the rest of the land was used as irrigated pasture. The number of acres in Alfalfa at the Riverton Farm went from 411.1 to 340.9, and yet we produced 1,648.49 tons as compared to 1,920.59 in FY 87. The management of this program was excellent. The crops were cut to avoid unnecessary spraying of pesticide, and there were three cuttings of very high quality hay produced. The Alfalfa was entered in the County and State Fair and won first prize for the highest protein content (24%). These crops were harvested in FY 88, but they were planted in FY 87. Weed and pest control continue to be a focus of the crop program. The Honor Farm produced in addition

to the Alfalfa (4.8 ton/acre) mentioned above, 2,200 bushels of Barley on 38.5 acres, and 1,648.9 ton of corn silage on 80.5 acres. In addition the Farm produced over 7 ton of vegetables which generated \$4,480 income. This was due to long term planning and the excellent management of the Vocational Instructor assigned to this program. There were 6 men assigned to this program, but in addition, a majority of the all of the residents aided in picking up the individual bales of Alfalfa. In a program completely run by the residents, the hay crews stacked by hand over 60,800 bales that averaged 78 lbs each. The cooperation exhibited by the men was inspiring.

The Agricultural Program of the Honor Farm is still improving. Weed control is a constant concern; proper crop rotation, and drying the land is also a focus. All enterprises will continue to grow in FY 88, and we will continue to work with the Extension Department of the University of Wyoming. The goals for FY 87 and their results:

1. Continue to improve record keeping and to get as many of the records on computers as possible. GREATLY IMPROVED, ALL RECORDS ARE ON COMPUTER, WE ARE STILL DEVELOPING PROGRAMS.
2. Complete hog pens. COMPLETED 6 PENS.
3. Complete dairy pens and loafing sheds. COMPLETED.
4. Continue weed control. ON GOING AND GREATLY IMPROVED.
5. Clean the main drain ditch and install pipe on the southern section of the Farm. THIS WAS COMPLETED IN FY 87.
6. Fence the interior of the farm so that we may pasture animals without destroying the farm grounds. COMPLETED.
7. Install a sewer system, sludge ponds for the dairy and hog barns. COMPLETED.
8. Develop educational program in Vocational Ag to include crops, beef, dairy, swine, mechanics, meat cutting, and the building trades. COMPLETED.

GOALS FOR FY 88:

1. Continue to upgrade record keeping on the computer.
2. Continue crop rotation and explore some more high protein crops such as Canola.
3. Utilize intensive grazing practices for both beef and dairy herds, and utilize as much of the non productive land as possible.
4. Develop more adequate irrigation records and management.
5. Develop a wild horse program with the B.L.M. to train and break wild horses.
6. Explore opportunities with the Department of Agriculture and the University of Wyoming Ag School to develop some viable programs that will improve the agricultural situation for the entire State.
7. Explore the feeding and raising of low cost, high protein feeds in all of the livestock areas.

VOCATIONAL EDUCATION PROGRAM

Vocational Education was the focus of FY 87. The Honor Farm had a budget \$130,004 for this program, of that amount only \$116,260 was spent in FY 87. The majority of the budget is for the three staff; the Vocational Education/Treatment Program Supervisor, a Voc Instructor for the Meat Plant and Swine Management, and the Mechanics Instructor. The goal of the Honor Farm Vocational Education program is to provide a general all around education to the residents. In addition to the above instructors, there are four other Vocational educators in the following areas: Construction Trades, Crop and Range Management, Maintenance, and Livestock Management. During the winter months the various instructors present one hour seminars on a daily basis. These seminars are on all of the various aspects of working in the agricultural area. In addition we are working on developing a complete curriculum for each of the areas so that a resident can learn the technical knowledge that goes with the practical experience of working on an operating farm. In FY 87 we obtained excellent curriculum for each of the areas, these manuals were obtained from Oklahoma State University.

The particular overall objectives and goals which are the focus of the Vocational Education Program are:

Objective: To reduce recidivism to the lowest possible denominator, and help the resident become a better citizen and taxpayer.

- Goals:
1. Through the discipline of work, teach the resident good work habits.
 2. Through production, develop a pride of accomplishment of a job well done.
 3. Through individual counseling and individual treatment plans, prepare the resident to return to the community life.
 4. Upgrade skills and employment opportunities to increase self supporting opportunities after release.
 5. Expose the resident to community living through supervised controlled visits and Work Release.
 6. Through a vocational education system provide basic, short term education supplemented by supervised on-the-job training to provide the resident a clear understanding of the assigned task, and a functional vocational education.

The purpose of the Vocational Program is to develop programs that will allow any individual resident the opportunity to feel a part of the work community, and to be a useful, contributing member of the society. The programs will maximize the opportunity for a resident to pursue his interests in academic or vocational fields, and allow the resident the opportunity to reach his potential as a human being.

Vocational Education at the Honor Farm is to provide an accredited and comprehensive program to meet the resident's needs. This includes the following classes and goals:

- (1) Construction Trades
- (2) Meat Processing
- (3) Crops and Range Management
- (4) Livestock Management
- (5) Farm Mechanics
- (6) Telecourses Offered Through Central Wyo. College
- (7) On Campus Courses at CWC.
- (8) Institution Maintenance.

The classes are scheduled to allow the resident flexibility for combining employment and training. Accurate records need to reflect the resident's educational achievements toward relevant employment in the community. The Honor Farm has the unique ability to simulate a community, and the educational component is designed with the idea of providing the following:

- Job related skill training
- Apprenticeship training when possible
- On-the-job training
- Prepare the resident for more advanced training when possible

INDIVIDUAL PROGRAMS

- (1) CONSTRUCTION TRADES: This program will train 10 to 15 residents every 9 months. A complete curriculum has been supplied. During FY 87, 27 men were involved in the Construction Program. There were classes on safety, painting, welding, framing, passive solar construction, insulation, plumbing, concrete finishing. The construction crews have completed or are involved in the following:
 - a. Remodeled offices and living areas.
 - b. Pour and finish over 1,600 yards of concrete roads.
 - c. Finished freezer for meat plant.
 - d. Built hog and dairy pens, which included welding.
 - e. Painted various areas on the Farm.
 - f. Installed new hot water system in Admin. Building.

There were several minor repairs that were undertaken by this section that relate to the maintenance area, and in FY 87 we did have a vocational program in Maintenance of Buildings.

- (2) MEAT PROCESSING: This program will train 9 to 12 men every year (anticipated minimum). Upon completion of this program, the resident is qualified to be an apprentice Meatcutter.

During FY 87, there were 22 men in the Meat Shop. The instructor is a man with over 20 years experience in the meat business, and the focus has been on-the-job experience. All areas of meat processing are covered, including slaughtering, processing, cutting, wrapping, storage, stuffing, smoking meat, etc. This is a State Inspected meat

plant, and all of the meat produced is sold to various State Institutions.

- (3) MECHANICS (FARM): This program had about 13 men involved in FY 87. The focus of the program has been preventive maintenance, and the trouble shooting that is so necessary in a farming operation. The shop is beginning to have an adequate supply of tools, and several men have been provided the opportunity to repair their own vehicles.
- (4) CROP MANAGEMENT: This is the second year of this program, and there were 13 men involved. They were involved in the preparation of the soil, the planting, the fertilization, the use of pesticides and herbicides, and the harvesting of Barley, Corn silage, and Alfalfa. In addition they are presently involved in the Fall plowing. Complete records were maintained on all of the crops.
- (5) LIVESTOCK MANAGEMENT: This program involved 14 men, and included such areas as the hog barn, the dairy, and the beef herd. The instruction in these areas were limited as to formal, classroom instruction, but the men do learn about feed rations, about the care of the new born, record keeping, and the cleanliness that is necessary in the dairy and hog operations.

The programs are becoming more effective, because the farm is becoming more efficient. It is difficult to keep the people in the formal classes because of real life farm crisis that occur on a regular basis, but there is a great deal of informal instruction.

In addition, during FY 87 there were 12 men who attended classes at CWC on a full time basis. These men were approved by the BCR, and overall they did an excellent job. We did remove two men from School Release because of minor infractions involving not being where they were supposed to be. These men pay all of their own costs, and the Honor Farm does have a program where they can lend them money for tuition and books. The men transport themselves to and from school.

During FY 87, this area was appropriated \$130,003.68, of that amount \$116,260.16 was expended, and \$925 was encumbered, with a balance remaining of \$13,743.52, which included Capital Outlay funds of \$5,146.15. Of the funds expended, \$85,673.41 was spent on salaries and benefits, and \$26,636.51 was spent on services in the support budget and \$1,563.71 of the Capital Outlay Funds were expended, leaving a balance of \$3,582.44. In addition a carryover of FY 86 funds of \$2,386.53 was spent on equipment.

PROBLEMS

- Maintaining interest in classes.
- Scheduling classes so as not to conflict with work or visiting.
- Developing educational plans the men can complete no matter where they are.

- Costs of books, tools, and supplies.
- TIME.
- Providing varied, useful educational programs.

GOALS AND CONCERNS

1. Develop Individual Education Plans for each resident.
2. Continue to evaluate participation to determine the most effective, productive educational system.
3. Develop more interest in classes offered through telecommunications.
4. Program has been expanded to include agriculture programs in the dairy, swine, crops, and beef. These programs will include the use of a computer in these areas.

VEHICLE/ EQUIPMENT BUDGET ASSIGNMENT

001 - ADMINISTRATIVE

S- 86 1968 FORD PICKUP (Utility Truck)
S-172 1980 OLDSMOBILE 4-DOOR SEDAN (Security Car)
S-237 1985 SUBURBAN (Transportation)
S-281 (Inoperative Vehicle)
S-301 1975 CHEVROLET PICK-UP (Construction Truck)
S-304 1963 SCHOOL BUS (Transportation)
S-307 1980 DODGE VAN (Transportation)
S-310 1987 CHEVROLET 4-DOOR SEDAN (Superintendent)
S-640 1976 CHEVROLET PICK-UP (Maintenance Truck)
S-718 1979 GMC VAN (Transportation)
S-975 1982 CHEVROLET 4-DOOR SEDAN (Transportation)
S-1002 1983 CHEVROLET CITATION (Work Release Vehicle)
Satoh Garden Tractor
Lawn Mowers
Weed Eaters
Roto Tiller

002 - FARM

S- 63 HORSE TRAILER
S-173 1979 GMC PICK-UP (Crops Truck)
S-236 1976 INTERNATIONAL FLATBED (5 Ton)
S-302 1981 CHEVROLET PICK-UP (Cattle Truck 1 Ton)
S-477 1965 FORD FLATBED PICK-UP (Cattle Truck)
S-482 1975 FORD FLATBED TRUCK (2 Ton)
S-513 1979 CHEVROLET PICK-UP (Swine Truck)
S-567 1979 CHEVROLET PICK-UP (Dairy Truck)
S-655 1976 INTERNATIONAL TRUCK (Meat Truck)
140 IHC TRACTOR
480C CASE BACKHOE
1080 MASSEY FURGEUSON TRACTOR
2096 CASE/INT'L TRACTOR
3000 FORD TRACTOR
4440 JOHN DEER TRACTOR
140 IHC PLOW
281 NEW HOLLAND BALER
1590 CASE/IHC SWATHER
4600 HESSTON BALER
7020 HESSTON CHOPPER
BIG 40 MILLER WELDER
4AC MILLER WELDER
WILLY'S JEEP



WORK RELEASE
RIVERTON CENTER

ANNUAL REPORT FY 87

The purpose of the Work Release Program is to provide carefully selected residents an opportunity to engage in programs of work, education and training outside the confines of the institution during the final 6 months of their incarceration. Operations of the Work Release Program are directed by institutional policy and State statute. While Work Release is a privilege and is available to only a fraction of the incarcerated population, it is a program which represents an economic potential for both the State and the resident. Since the resident is responsible for his financial needs when assigned to the Work Release Program, the State not only saves much of the average cost per day per resident, but also receives as daily board and room contribution from the participant, unless he has make arrangements to work off the board and room contribution. Thus the Work Release Program enables the resident to maintain himself financially while he is incarcerated, as well as practicing the type of behavior which will enable him to remain separate from a criminal life style upon release.

As a result of having been on Work Release, those involved can usually leave their incarceration with more money than normally given to residents upon release. Unless they have support from home or some other source, a resident normally leaves the institution nearly broke, and faces a real crisis until he obtains employment and the first paycheck. Leaving the institution with money earned and saved while on the program enables the man to obtain housing and to maintain himself in a decent manner. Additionally, upon release on parole, the men remain with the employment they had while on Work Release. As shown in Table 4, during FY 87, 40 participants left their incarceration at Riverton with a total of \$16,077.40 in their possession. Also, many had already purchased vehicles for necessary transportation.

In addition to these 40 men who participated on Work Release in Riverton, 34 men were processed for Work Release and placed at the three community alternatives centers in Wyoming. These centers are located in Casper, Cheyenne, and Greybull. These programs received 14, 4, and 16 participants respectively from the Honor Farm Work Release Program. Once these individuals are approved and transferred to the community alternatives center, their progress, employment, money management, disciplinary actions, etc. are under the direction of the respective center. Eight (8) of the participants of the Riverton Work Release Program included in the statistical breakdown in the Table 4 were transferred to community centers after a period of time on the program at the Honor Farm.

The current procedures allowing an incarcerated individual to be approved for Work Release are as follows:

- (1) When the individual is 7 or 8 months from his expected date of release, he fills out an application and gives it to his counselor;
- (2) The Counselor takes the application to the Administration Meeting, which serves as the Classification Committee;
- (3) The Classification Committee discusses the application and if it recommends approval, a packet, including the application, relevant reports and other documentation is forwarded to the Warden;
- (4) Upon approval of the Warden, the packet is sent to the Board of Charities and Reform for final approval or disapproval;
- (5) Once approved by the Board, a man obtains employment in the community, he is then officially considered to be on the Work Release Program.

This program takes about 1 1/2 to 2 months, so ideally the man will be eligible to participate in Work Release for about 6 months. However, in many cases there are circumstances which prevent a man from going through the process until he is about 3 or 4 months from his date of release. Thus, some men participate in the program for only 2 or 3 months. Of course, when a man is revoked from the program for a rule violation, his period of participation is abruptly cut short.

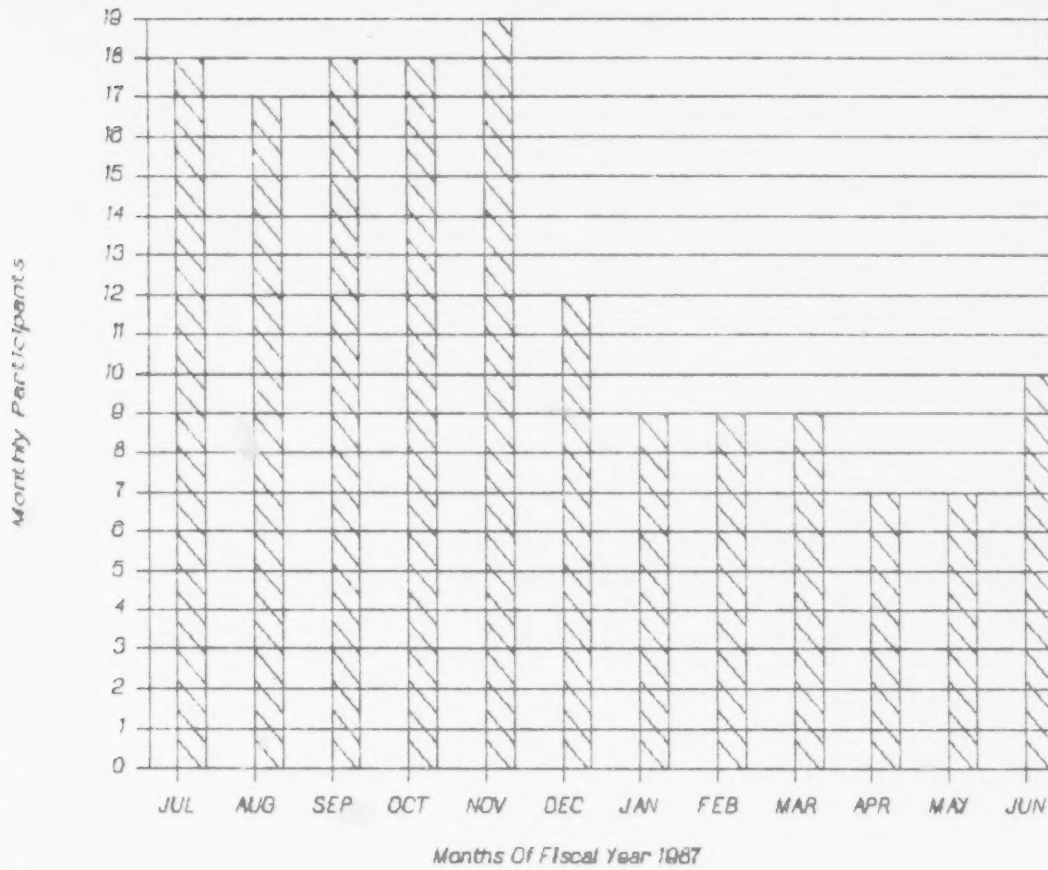
During FY 87, 3 of the cases which were submitted to the BCR from the Riverton program were rejected by the BCR. However, 2 men were initially rejected and were re-submitted with special documentation and upon being reconsidered, were approved with conditions. Of the 40 participants in the Riverton program during FY 87, 5 were revoked because of rule violations. Of those revoked, 1 was charged with a new crime, Grand Larceny, which was dropped by county authorities. In addition to the revocations there were some participants who were temporarily suspended from the program for less serious problems and later reinstated on the program prior to the end of FY 87. Of the 5 revocations, 2 involved being in an unauthorized area, 2 involved misuse of a controlled substance, alcohol or drugs, one was for theft. Statistical information is presented in greater detail in tables which follow later in this report. However, the information presented above deserves some comment.

The fact that only 1 case was ultimately rejected by the BCR would primarily indicate that the BCR had confidence in those cases submitted by the Honor Farm staff and in that agency's classification process. There were some Honor Farm residents who made applications for Work Release but were rejected by the Honor Farm staff and these were either not presented for approval to the Board, or the men were approved, but not allowed to participate on the program for some just cause. This indicates some selectivity by the screening process. The fact is that

there were 5 out of 40 participants who failed the program, compared to 12 failures out of 63 participants in FY 86. The failure rate for FY 87 thus remained about constant. Perhaps these past 5 years we had too much an "open door" policy, unless we are philosophically and politically committed to giving nearly everyone a chance to participate in the program, and are willing to live with a high rate of failure by revocation. Another factor that should be considered is the economic one.

The past 6 years in Fremont County saw an economic decline which affected the availability of good jobs. It is felt that good jobs act as a restraint against jeopardizing Work Release status by violating rules. Perhaps the rate of failure by revocation reflects conscientious monitoring and supervision. Or, perhaps revocation should not necessarily be looked at as a failure. One of the functions of allowing someone the greater freedom afforded by the Work Release status is to see how he handles the freedom, with a view of ascertaining a prognosis for success on parole or other release. If a man proves unable to conform to Work Release rules, it might be an indication that he should not be positively considered for a parole. This is the approach that has traditionally been practiced, so in this regard, revocation from the program has been functional. The temporary suspension arrangement has also been useful; it is felt, to "get the attention" of erring participants and help them get on the right track, in preparation for release.

TABLE 1



This Table shows the number of men who participated in the Riverton Work Release Program during the indicated months of FY 87. There were never more than 19 men on work release at one time, throughout the year.

TABLE 2

Racial / Ethnic Breakdown FY '87

Mexican - Amer (10.0%)

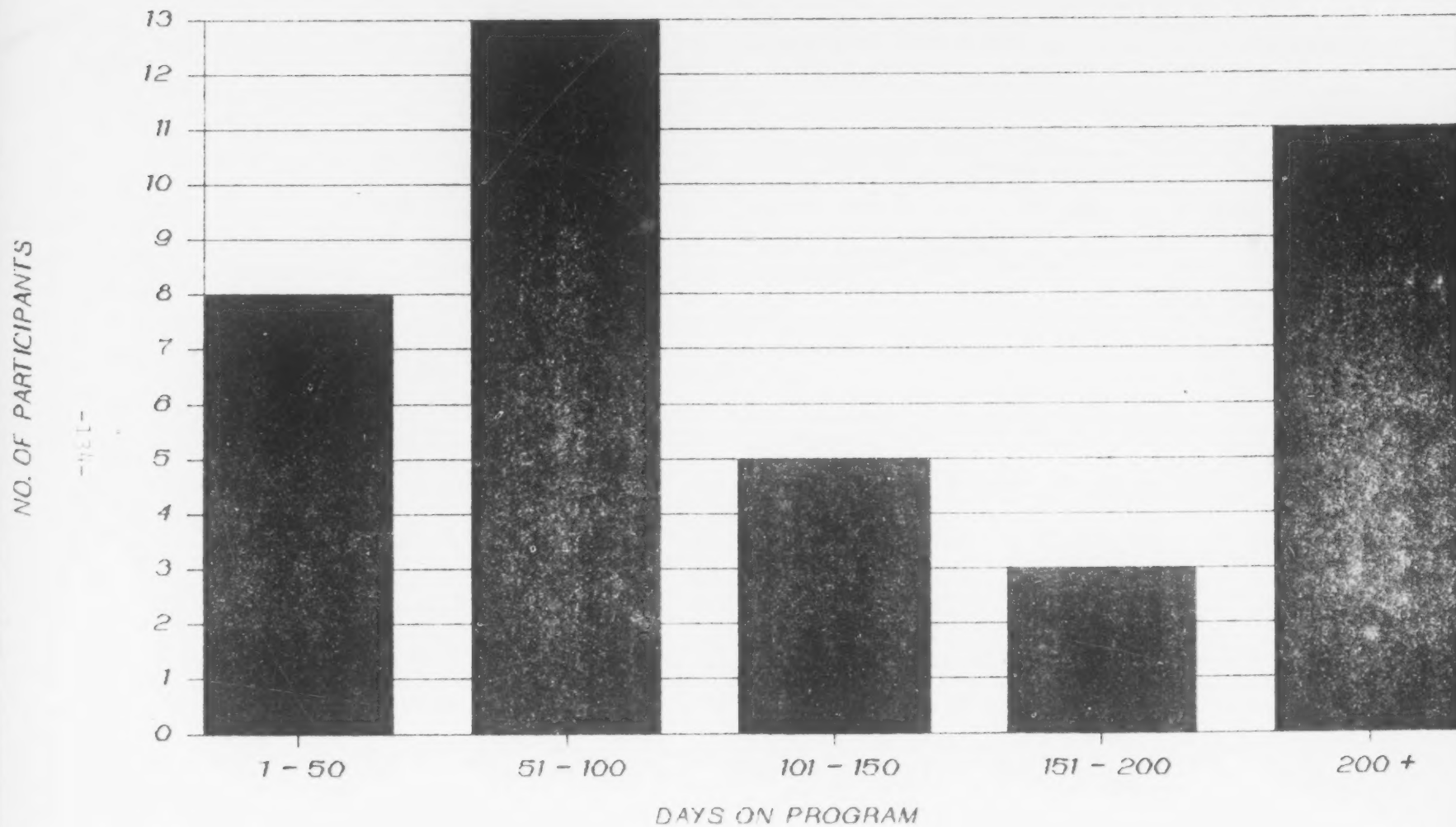
Blacks (2.5%)

Caucasian (87.5%)

INDIAN = (0%)

This graph indicates the racial/ ethnic breakdown of those whom participated in the Riverton Work Release Program, during FY '87. It should be noted that there are very few minorities under the jurisdiction of this agency (Wyoming State Honor Farm). Every opportunity is given for participation on Work Release by those who oversee the program to any man who meets the basic qualifications. All of the revocations from the work release program this year, were Caucasians.

TABLE 3



This Graph Depicts the duration of participation of those who were on the Work Release Program in FY 1987. (Riverton)

TABLE 4

Fiscal Year '87, July 1, 1986 thru June 30, 1987

NAME	DAYS IN PROGRAM	TYPE OF TERM.	WAGES RECEIVED	ROOM & BOARD PAID	SUPPORT & RESTITUTION	RELEASE CHECK REC'D
Andrews	105	R	\$1,294.01	\$130.00	\$10.00	\$248.33
Apodaca	251	P	\$2,594.46	\$304.00	\$896.00	\$1,238.00
Avery	143	T	\$787.20	\$244.00	\$0.00	\$249.98
Battye	247	R	\$1,585.29	\$90.00	\$151.00	\$345.29
Blashill	51	P	\$405.54	\$0.00	\$0.00	\$359.87
Bock	412	P	\$3,495.41	\$122.00	\$293.00	\$721.00
Boren	273	P	\$5,110.67	\$442.00	\$182.50	\$1,498.91
Burk	97	P	\$1,300.00	\$94.00	\$0.00	\$1,226.50
Candelaria	14	T	\$90.41	\$24.00	\$0.00	\$3.56
Ekwall	84	T	\$570.94	\$50.00	\$0.00	\$398.94
Ellifritz	94	P	\$321.57	\$0.00	\$0.00	\$1,904.11
Fitzgerald	66	P	\$356.58	\$46.00	\$0.00	\$0.00
Garcia	130	N.A.	\$135.00	\$0.00	\$0.00	N.A.
Glenn	230	P	\$535.00	\$68.00	\$150.00	\$3.05
Howery	25	T	\$228.09	\$74.00	\$781.13	\$158.09
Irish	154	R	\$1,913.78	\$110.00	\$70.00	\$193.16
Layva	206	P	\$1,289.30	\$176.00	\$825.00	\$191.00
Lee	203	P	\$1,779.73	\$60.00	\$225.00	\$2,120.19
Lehman	100	P	\$1,455.63	\$142.00	\$0.00	\$353.83
Lively	172	P	\$234.00	\$24.00	\$0.00	\$56.00
McCormack	55	P	\$204.70	\$0.00	\$0.00	\$110.55
Miller	69	R	\$0.00	\$0.00	\$0.00	\$7.04
Murphy	298	P	\$2,483.35	\$58.00	\$1,195.00	\$772.42
Pack	90	P	\$300.00	\$0.00	\$0.00	\$781.00
Page	178	R	\$1,478.80	\$244.00	\$445.00	\$62.25
Panasenko	59	P	\$690.46	\$78.00	\$169.80	\$45.06
Pearson	34	P	\$845.60	\$68.00	\$0.00	\$286.05
Porter	111	P	\$202.75	\$70.00	\$0.00	\$32.75
Priest	30	D	\$254.40	\$70.00	\$0.00	\$38.00
Randolph	39	T	\$828.05	\$52.00	\$201.00	\$75.00
Reeder	224	P	\$443.84	\$180.00	\$0.00	\$175.00
Richter	202	P	\$13,337.31	\$200.00	\$1,065.00	\$1,062.00
Rieke	7	T	\$52.23	\$0.00	\$0.00	\$52.23
Schamp	141	T	\$79.25	\$18.00	\$0.00	\$141.25
Spencer	288	P	\$2,384.85	\$230.00	\$3,272.70	\$667.12
Stallman	4	P	\$136.50	\$0.00	\$100.00	\$36.50
Stolper	78	D	\$503.34	\$60.00	\$0.00	\$240.34
Wilson	64	P	\$181.23	\$100.00	\$0.00	\$81.23
Wilson	86	P	\$92.72	\$0.00	\$0.00	\$141.80
Yohn	24	T	\$110.20	\$4.00	\$0.00	\$0.00
TOTALS:	5138		\$50,092.19	\$3,632.00	\$10,032.13	\$16,077.40
FY '86 TOTALS:	7333		\$110,168.87	\$5,487.00	\$20,412.41	\$18,647.34

1. Types of Termination: P=Parole, R=Revoked from Program, D=Discharged, T=Transferred to a Community Alternatives Center, N.A.=Not Applicable (Not Released in FY '87)

2. Release Check Received: N.A.= Man was not released during FY '87

TABLE 4

There were 5,138 man-days served by the 40 men who participated on Work Release during FY 87. It should be pointed out that many of these were on the program during the latter part of FY 86 or are still on the program now, in early FY 88, and their man-days, wages, expenses, etc. as reported here include that time spent on the program during FY 86. Our data collection mechanism is such that his manner of reporting is necessary. Also it is felt that this arrangement gives a more comprehensive picture of the actual experiences of a participant during the time he is on the program. The man-days served are shown on the following table, along with the type of termination the individual experienced. Those individuals who were still on the program at the expiration of FY 87 are shown as "NA" as to the type of termination and release check. Also shown is the amount of money received from wages earned, room and board paid during FY 87, as well as the amount received upon release. The totals received as wages are not equalled by amounts shown as paid out on the table; this graph is not designed to balance in that manner. A significant amount of the earnings, usually about half, went for other purchases such as food, clothing, work-related equipment or supplies, transportation, vehicle purchase, or personal items and incidentals.

The table shows that 40 participants paid a total of \$10,032.13 toward support of their families or for restitution, court-ordered or otherwise. It is believed that a good part of this money supplanted what would have been paid by the State DPASS to maintain these families. It is the policy of the Work Release Program to cooperate to the maximum degree with the support collection branch of the State DPASS Office and a close working relationship is maintained. Also, there are some residents who come into prison with court-ordered restitution to be paid. It is the policy of the Work Release Program to ensure that this is paid also, as well as other types of restitution. Upon their departure from incarceration in Riverton, many of those who were participants during FY 87 had purchased vehicles for needed transportation.

WOMEN'S CENTER
LUSK, WYOMING

JUDY UPHOFF
WARDEN



WYOMING WOMEN'S CENTER

I N T R O D U C T I O N

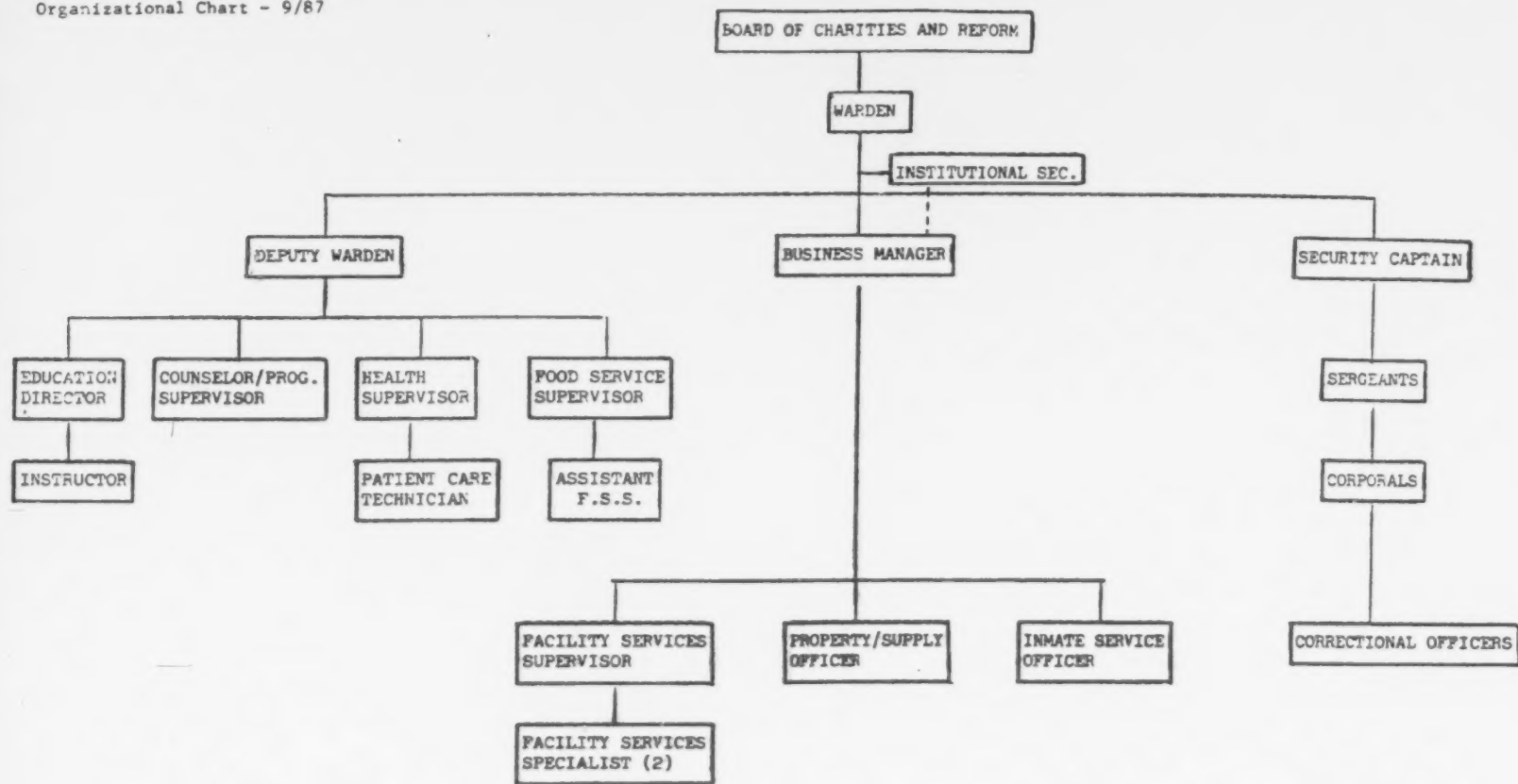
A women's correctional facility was temporarily established on the grounds of the Wyoming State Hospital by the 1977 Legislature. This move was necessary due to the cancellation of a contractual agreement with the State of Nebraska to house sentenced female felons.

The Forty-Fifth Legislature formally created the Wyoming Women's Center in January, 1980. This same legislation placed the facility under the general supervision of the Board of Charities and Reform. (9-6-164, 1977 republished statutes.)

The January, 1981, Legislature amended the above action by authorizing the establishment of a permanent facility in Lusk, Wyoming. The new facility became operational in September, 1984 when the inmates were transferred from the Wyoming State Hospital in Evanston to Lusk.

The Women's Center is charged with providing a place of secure confinement for the sentenced female felon. Within this setting, it is the responsibility of the administration and staff to ensure to the fullest extent possible, the following:

- a) The protection and safety of community, staff and inmates.
- b) Provide training for staff that prepares them to function at a high level of competency within a penitentiary setting.
- c) Develop and implement positive reintegration programs to meet the needs of the female offender under the supervision of the Board of Charities and Reform.
- d) Provide for the general physical, psychological and spiritual well-being of inmates.



..15 Inmates assist the Food Service Supervisor
 ...1 Inmate assists the Nursing Supervisor
 ...2 Inmates assist the Education Supervisor in the Library

...3 Inmates assist the Business Manager
 ...10 Inmates assist the Facility Services Supervisor
 ...12 Inmates assist the Property/Supply/Housekeeping Officer

PROGRAM 01 - ADMINISTRATION

OBJECTIVES

1. To continue a public relations program statewide and with the Lusk community.
2. To familiarize and train staff in performance appraisal systems.
3. To implement the Records Retention Schedule.
4. To train the RCA 1 in computer programming and use of software purchased in order to begin to accomplish the tasks we have detailed for the computer in the administrative area.

ACCOMPLISHMENTS

W.W.C. conducted 32 group tours which included college psychology and criminal law classes, high school and junior high school career classes, a class from the Alternative High School in Cheyenne, 4-H Leaders, Homemakers Clubs, different church groups, the Wyoming Highway Patrol Special Services Squad, and the Lusk-Niobrara County Volunteer Fire Department. There were also many individual tours given including Mr. Pottebaum affiliated with PBS, Claire Martin and Susan Biddle from the Denver Post and interested local and state people.

Three different groups held their state meetings within the Center this past year. They were the Dietary Managers who requested several staff to provide talks on different areas of interest, the State Coalition Group whose meetings the inmate coalition members were allowed to attend, and the State Church Women United Group who questioned a panel of three inmates who volunteered to participate in their meeting.

Inmates had the unique opportunity to participate in a play "Womanspeak" directed by Marie Cartier. After several weeks of writing and acting classes and many practices the cast composed entirely of inmates and the stage hands composed of community volunteers presented the play to the community in two different showings.

The inmates again competed with local volleyball and baseball teams taking 2nd in season play in baseball and 3rd in the tournament. Nine girls at the trustee classification level put in 562 hours of volunteer time at the Niobrara County Nursing Home. Several inmates volunteered their time to help with the yearly County

Health Fair. Several inmates participated in the County Fair through entries and in the "Make A Bear For A Child" program sponsored by one of the local banks at Christmas time.

On Martin Luther King's birthday our inmates presented a tribute to Dr. King. It served as a learning experience for both staff and inmates and allowed our black women to express pride in their heritage.

The Warden and the Business Manager were trained in the Performance Appraisal System in Cheyenne by DAFC. Performance Standards were developed for staff.

Approval of the record retention schedules was received and we have reviewed and disposed of a major portion of applicable administrative files.

An AT&T personal computer has been in the administrative office for a year. It is used primarily for many word processing functions, accounts payable and budget expenditure tracking as well as inmate inter-institutional forms. We have trained one of the staff in the use of the computer and in all applications of the integrated software that we purchased.

PROGRAM 02 - SUPPORT SERVICES

OBJECTIVES

1. To maintain efficient and cost effective measures in the medical department.
2. To make better use of the commodities food program.
3. To develop college preparatory classes for those inmates who wish to pursue further education but lack essential knowledge and skills and to develop the non-traditional and basic living skills classes for those women interested in these areas.
4. To hire additional maintenance staff.
5. To provide psychological services through contracting or hiring staff.

ACCOMPLISHMENTS

The Medical Department reduced costs by 40%. It is questionable whether such cost containment can be maintained. (See section on problem areas.)

Food costs decreased by \$7,000 even though 8,000 more meals were served in FY 1987.

In the education area eight women attained their GED, a History of the West college credit class was held, one inmate attended a college credit algebra class downtown, nine inmates enrolled in a Nurse Assistant Class that was held from February through May and all nine achieved certification in this course. Various workshops and seminars were held to assist inmates in learning study skills, money management, social skills as relate to the work place, and decision making. These workshops enhance the core program already offered.

The yearly Education Banquet was held on June 18, 1987. The guest speaker was Secretary of State, Kathy Karpin. Over 30 guests attended the banquet; county commissioners, college professors, and local dignitaries. Over 200 certificates were presented to inmates who completed various classes and workshops offered from July 1, 1986 to May 24, 1987.

Two basic skill classes, Fundamentals of Math and Grammar Usage and Punctuation, are offered as nontransferable college credit classes through Eastern Wyoming College.

The core program of the Center now includes a sexuality class as most of the inmates do not understand how their bodies function and have inadequate information about sex and sexually transmitted diseases. These classes are taught with the cooperation of the staff nurses.

The living skills program was expanded in 1986 to include cooking, sewing, budgeting, and other living skills classes. During the summer of 1987, W.W.C. began it's first upholstery classes. Upholstery classes will be offered throughout the year to determine if there is a need to teach inmates this type of skill, what inmates actually do with the skills learned, the cost of running this program and if the program can be or should be expanded.

Because of the shortage of jobs in the local community we worked with county officials to set up the County Government-Work Experience Program by which an inmate could work at one of the county offices for a grade with no pay involved. This program was used in order to give the women some experience in the community without taking jobs from the residents of the community.

The 1986 legislature authorized us to hire two additional maintenance staff. (One of these employees had to be RIFed at the end of this year. See Problems Section.) We began a preventative maintenance program. We acquired replacement parts for items that cannot be replaced or repaired quickly and which are immediately necessary to accomplish our function. We have also purchased tools that allow us to build and repair equipment which would have cost us more to buy ready made.

To enhance security we installed a security fence on the north side of the Trapper Road and put a fence on both sides of the entrance to the property. We also installed lighting that illuminates both the inside and the outside of the security fence for better visual security.

In the general maintenance area we rerouted the water system for the outside water so that we were no longer pumping softened water on the grass. We installed a swamp cooler above the refrigeration compressor room in order to cool the room and make the compressor last longer. By installing plug-ins in the front of the Center where the vehicles that are used for transports are parked in the wintertime we eliminated the practice of running extension cords from within the building. This is important for safety and is cost effective.

We have started weekly RAP groups in each of the living areas that involves one staff member and all the inmates living in that particular area. The purpose of these groups is to allow each of the inmates to learn to express herself and her concerns therefore gaining insight into herself and others. This program was implemented because of the lack of adequate counseling staff. One staff counselor was lost due to the 5% personnel cutback.

PROBLEM AREAS AND RECOMMENDATIONS

1. Insufficient Psychological Services for Inmates.

Due to the restrictive nature of the budget and with the present employee cuts we are unable to hire an additional counselor. Our one counselor's time is devoted to administrative functions such as parole plans, release and progress summaries, inmate action plans and team involvement. Because these functions require all of her time, inmate counseling has suffered.

Although legislation could solve the problem, such a request is unrealistic. This problem may not be resolved until after the next biennium, ie. June 30, 1990.

To offer some relief for this situation we have implemented RAP groups. However, this program requires 5% of four staff member's time who have other program areas to manage or other duties to perform.

Self-help groups have in the past been sponsored and facilitated by voluntary W.W.C. staff. Since the demands on staff time are increasing we will solicit qualified volunteers from the community to work directly with inmates self-help groups using staff members to coordinate these groups.

2. Shortage of Maintenance Personnel due to RIF

Increased personnel would require legislative or governor's approval which does not seem likely.

Maintenance staff will revert to doing those things that keep the major systems running rather than carrying out preventive maintenance or taking on new projects.

3. Increased Cost for Doctor and Hospital Services.

The status of our hospital and contracted doctor is another area where we foresee problems. Our local hospital has changed from it's affiliation with Lutheran Hospitals to a county owned hospital affiliated with the Wyoming Medical Center in Casper. Because this is a new situation we will have to be aware and ready for changes in policy as well as possible rate changes and services changes.

4. Obsolete Equipment in the Business Lab.

Education has found that the equipment in the Business Lab which is over 11 years old is outdated when compared to the type of equipment used in the job market today.

5. Funds for Incentive Pay.

In FY 1987 incentive pay schedules established by the BCR had to be reduced in order to keep costs in this category down. This problem will continue in FY 1988. It will also be a problem in the next biennium unless the legislature increases funds for this program. The issue of equity between male and female inmates is a concern.

6. Lack of Applicable Parenting and Child Development Classes.

Most of the inmates are single mothers who need to improve their understanding of child development. Although classes have been offered they have been sporadic and not oriented specifically to the type of "student" we have. The education department will develop a total program including a curriculum series of classes and life experiences thereby improving our in-house capabilities in this area of learning.

7. Lack of Social Skills of Medium Classification Women.

A number of women leave W.W.C. after a number of years without advancing to the trusty level. These women have no preparation for returning successfully to the community. Therefore, a program that will allow medium custody women to experience living on their own for a week in one of the PWR apartments will be instituted. The inmate will be given \$30 and will actually go downtown to purchase the groceries she will need to prepare meals for herself. She will also go on a mock shopping trip for clothing and to an interview through a business downtown. In order to be a part of this program an inmate will have to be able to leave the Center during the following six months.

8. Performance Appraisal Implementation.

According to DAFC Personnel directives the performance evaluation system is to be implemented for managers and supervisors in FY 1988. Since the standards for managers and supervisors were developed for larger agencies, there are quite a few of them that are inappropriate for our situation. We will work with the system as proposed and make our recommendations to DAFC. In the meantime we will continue to use the performance appraisal approach for non-supervisors which we developed in FY 1987.

9. Need for an Additional Computer

Increasing inmate population creates accounting and record management tasks which are absorbing all the time of the Inmate Services Officer. In order to handle these tasks more efficeintly a computer and applicable software will be used to manage and track inmate funds and data for their records.

TOTAL POPULATION

BREAKDOWN OF THE WYOMING WOMEN'S CENTER

JULY 1, 1986 THROUGH JUNE 30, 1987

Total Population July 1, 1986		45
Admissions:		
New Court Commitments	22	
Parole Revocations	5	
Transfers	0	
Total Inmates Handled		72
Releases:		
Released to Parole	17	
Released to Probation	2	
Released to Appeal Bond	0	
Released to Detainer	1	
Expiration of Sentence	1	
Transfer	1	
Total Releases		22
Total Population June 30, 1987		50

RESIDENT PROFILE STATISTICS

DEMOGRAPHIC

AGE - YEARS	COUNT	%	ETHNIC GROUP	COUNT	%
15-24	25	35	Caucasian	53	73
25-34	27	37	Hispanic	5	7
35-44	16	22	Black	9	13
45-54	4	6	Native American	5	7
55 plus	<u>0</u>	<u>0</u>	Asian	<u>0</u>	<u>0</u>
TOTALS	72	100	TOTALS	72	100

RESIDENCE

	COUNT	%
Native	19	26
Less than 1 yr.	9	13
1-3 yrs.	12	17
4-6 yrs.	8	11
7-9 yrs.	3	4
10+	20	28
Transfer	<u>1</u>	<u>1</u>
TOTALS	72	100

SENTENCING COUNTY

	COUNT	%
Platte	0	0
Sweetwater	4	6
Park	7	9
Fremont	5	7
Sheridan	5	7
Laramie	5	7
Crook	0	0
Natrona	10	14
Campbell	10	14
Carbon	5	7
Lincoln	1	1
Teton	2	3
Weston	4	6
Uinta	4	6
Goshen	2	3
Hot Springs	2	3
Washakie	0	0
Albany	0	0
Converse	2	3
Niobrara	1	1
Sublette	0	0
Johnson	1	1
Big Horn	1	1
Transfer	<u>1</u>	<u>1</u>
TOTALS	72	100

RESIDENT PROFILE STATISTICS

ALCOHOL USE

	COUNT	%
Yes	42	58
No	<u>30</u>	<u>42</u>
TOTALS	72	100

DRUG USE

	COUNT	%
Yes	42	58
No	<u>30</u>	<u>42</u>
TOTALS	72	100

OFFENSE HISTORY

PREVIOUS CONVICTIONS

	COUNT	%
None	45	63
One	22	31
Two & Over	<u>8</u>	<u>6</u>
	72	100

PRESENT OFFENSE

	COUNT	%
Conspiracy to Escape by Violence	2	2
Aggravated Vehicular Homicide	2	2
Drug Related	2	3
Burglary/Property	15	21
Forgery/Checks/Credit	17	24
Assault/Abuse	5	7
Murder/Manslaughter	10	14
Parole/Probation Violation	16	22
Unauthorized Use of Motor Vehicle	1	2
Arson	<u>2</u>	<u>3</u>
TOTALS	72	100

RESIDENT HISTORY STATISTICS

MARITAL HISTORY

MARITAL STATUS

	COUNT	%
Never Married	21	29
Married	17	24
Separated	1	1
Divorced	27	38
Widowed	<u>6</u>	<u>8</u>
TOTALS	72	100

CHILDREN (UNDER 18)

	COUNT	%
None	29	40
One	16	22
Two	14	20
Three	11	15
Over Three	<u>2</u>	<u>3</u>
TOTALS	72	100

EDUCATIONAL LEVEL AT END OF REPORTING PERIOD

	COUNT	%
Less than HS	32	44
High School	9	13
1-2 College	9	13
G.E.D.	<u>22</u>	<u>30</u>
TOTALS	72	100

RESIDENT PROFILE STATISTICS

MINIMUM SENTENCE

	COUNT	%
0-11 mo.	0	0
11-23 mo.	26	36
24-59 mo.	32	44
60-119 mo.	7	10
120 mo. & over	<u>7</u>	<u>10</u>
TOTALS	72	100

MAXIMUM SENTENCE

	COUNT	%
12-23 mo.	3	4
24-59 mo.	30	42
60 mo. & over	<u>39</u>	<u>54</u>
TOTALS	72	100

GIRLS' SCHOOL
SHERIDAN, WYOMING

JACK GEISLER
SUPERINTENDENT

INTRODUCTION

A. GOALS OF THE AGENCY

The purpose of the Wyoming Girls School has been defined by Wyoming Statutes 9-412 which state that, "There shall be established within the State, County of Sheridan, an institution which shall be known as the Girls' Industrial Institute (Wyoming Girls School) for the custody and discipline of such incorrigible girls as may be committed by trial courts...."

In keeping with legislative intent, it is the objective of the Wyoming Girls School to provide for each girl the opportunity to develop to her fullest potential - to become the best person she can be. It is contended that this can best be accomplished in an atmosphere that demands fairness, that favors self-discipline, and that prompts the worth and dignity of the individual.

The following services are provided to carry out the above purpose:

1. Accept and transport youths committed by courts.
2. Maintain minimally restricted and sheltered environment.
3. Provide for medical, psychological, and other health care needs.
4. Determine and develop social, psychological, and educational level of youth.
5. Readjust values, attitudes, and behavior needed for acceptable community living.
6. Re-establish communication and contact between family and youth.
7. Assist in providing aftercare services upon release from the institution.

Statistical information contained in the following tables is provided to describe the population of the institution.

Table I Population Movement 7-1-86 to 6-30-87

New Admissions	116
Number of Discharges	119
Number of Trial Placements	153
Average In-House Population	88
In-House Population End of Period	77

The foregoing information depicts the movement of clients through the institution for the most recent fiscal year. There has been no attempt to restrict or limit admissions and all referrals from committing courts have been accepted and transported at the time of notice. Behavioral and attitude adjustments resulted in 153 provisional placements and 119 discharges. In-house population was at or beyond desirable levels throughout the year.

Table II Admission by County of Origin for FY 1987.

Albany	5	(4.3%)	Lincoln	2	(1.7%)
Big Horn	5	(4.3%)	Natrona	21	(18.1%)
Campbell	10	(8.6%)	Niobrara	0	
Carbon	2	(1.7%)	Park	3	(2.6%)
Converse	1	(0.9%)	Platte	0	
Crook	0		Sheridan	5	(4.3%)
Fremont	7	(6.0%)	Sublette	0	
Goshen	1	(0.9%)	Sweetwater	25	(21.6%)
Hot Springs	1	(0.9%)	Teton	5	(4.3%)
Johnson	0		Uinta	5	(4.3%)
Laramie	16	(12.9%)	Washakie	2	(1.7%)
			Weston	1	(0.9%)

Table III Offenses For Which Youth Were Committed

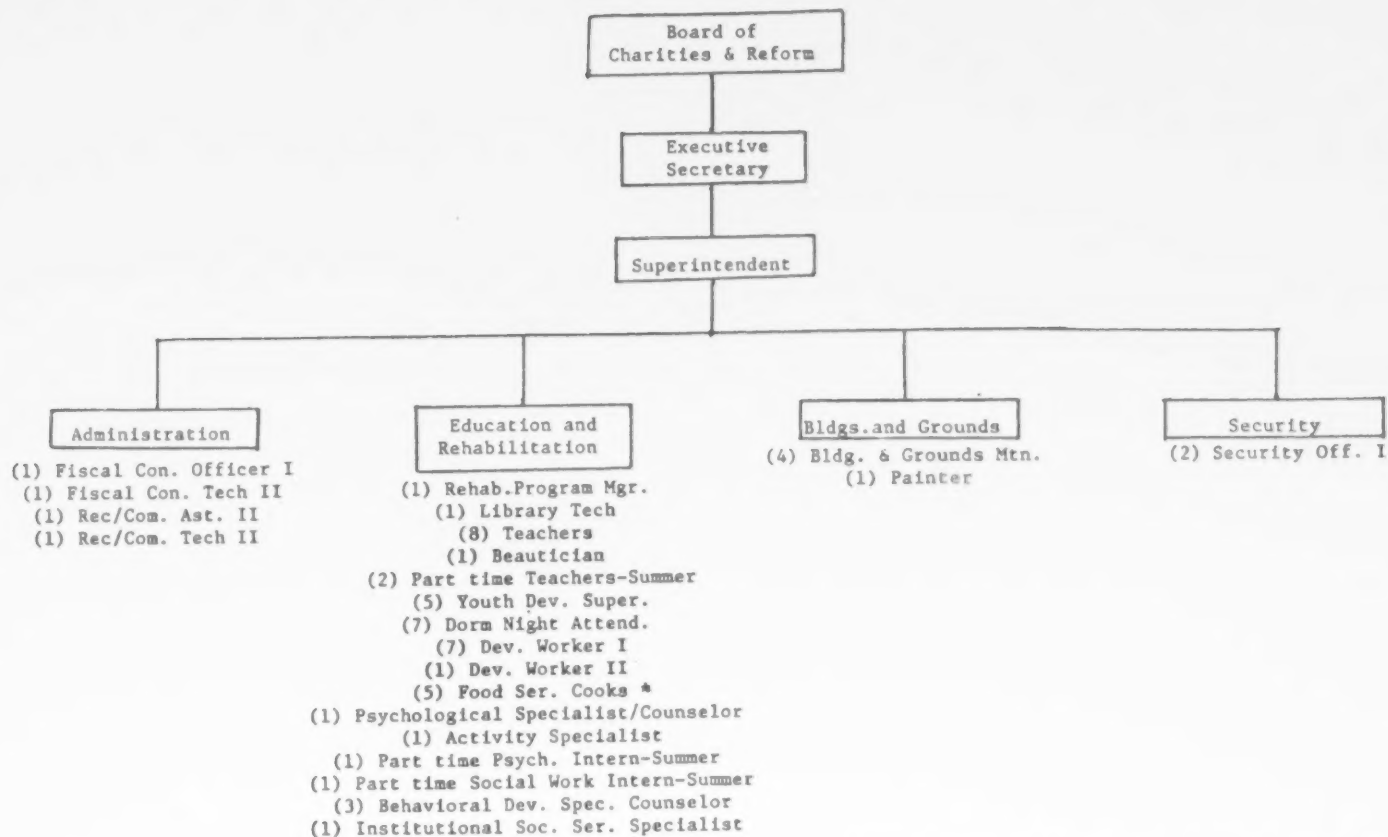
Child In Need Of Supervision	58	(50.0%)
* Temporary Commitment	17	(14.6%)
Probation Revocation	12	(10.3%)
Runaway	10	(8.6%)
Delinquent	8	(6.9%)
Best Interest	2	(1.7%)
Larceny	2	(1.7%)
Ungovernable and Beyond Control	1	(0.9%)
Battery	1	
Violation of Independent Living	1	
Incorrigible	1	
Unauthorized Use of Auto	1	
Truant	1	
Wayward Child	1	

The category of CHINS (Child In Need Of Supervision) accounted for the largest percentage of admissions. This category has become a convenient legal description and includes, but does not define, a variety of behavioral and emotional characteristics.

- * Of the 17 originally committed temporarily, ten were later committed as Children In Need Of Supervision, and one was committed for Grand Larceny. The remaining six were not committed following their hearings.

B. Increased efforts in working with youngsters and also their families has resulted in parents being helped to regain control of their children, thus, during the past year 153 probationary or trial placements were initiated, and during the year 119 placements resulted in discharge.

WYOMING GIRLS SCHOOL



*Food Service Cooks are also in charge of dorm

Authorized Positions:

54 Full time

4 Part time

58

ACCOMPLISHMENTS AND OBJECTIVES

A. Objectives by Division

1. Administrative Goals

- a. To provide a restricted but therapeutic environment for adolescent girls
- b. To shorten the length of institutionalization through intensified treatment program
- c. To promote staff training to accomplish stated goals

2. Educational and Rehabilitative Goals

- a. Determine aptitude, interest, intellectual, and educational levels through tests and observations
- b. Remediate educational deficiencies
- c. Teach more acceptable use of leisure time
- d. Enhance self worth and personal growth through positive experiences
- e. Maintain living areas conducive to growth and development of youth
- f. Encourage habits of self-appraisal, honesty, and responsibility
- g. Establish contact and communication with families
- h. Develop habits of acceptable personal appearance and conduct

3. Building and Grounds Goals

- a. Improve and maintain condition of physical plant and grounds and related equipment

4. Security Goals

- a. Provide for safety and security of buildings and occupants
- b. Provide emergency after hours supervision and assistance to dormitories
- c. Continue completion of recommendations from the Department of Fire Prevention and Electrical Safety

ACCOMPLISHMENTS AND OBJECTIVES (Continued)

The major emphasis at the Wyoming Girls School remains that of providing some remedy for troubled girls and their families. The statistical data on the following pages provides evidence that some success has been achieved in providing a controlled yet wholesome environment that can contribute to problem solution and growth.

Of particular significance are those statistics that describe the educational achievements of students.

Table IV describes educational progress expressed in terms of grade levels. Scores were obtained from the administration of a standardized achievement test, the California Achievement Test.

Table IV Educational Progress

<u>Subject</u>	<u># of Students</u>	<u>Grade le- vel before</u>	<u>Grade le- vel after</u>	<u>Gain</u>	<u>Time be- tween tests</u>
Reading	157	9.1 grade	10.1 grade	1.0 yrs.	6 mos.
Language	157	8.7 grade	10.0 grade	1.3 yrs.	6 mos.
Math	157	8.7 grade	10.1 grade	1.4 yrs.	6 mos.

The dramatic improvement in basic subject areas testifies to the excellent quality of work produced by students and staff. While test scores are not the only measure of success, they are one means of evaluating the results of the rehabilitative effort.

Remodelling necessary to meet fire and safety codes has been essentially completed on all living units as well as the education building.

PROBLEMS AND RECOMMENDATIONS

This institution has earned a good reputation for its efforts in dealing with troubled girls, and regardless of prior behavior problems or treatment efforts, all youth referred by the courts have been admitted.

It is strongly suggested that attention be given to employee salary adjustments. It seems apparent that the formulation of a statewide compensation plan and a performance appraisal system is an expensive venture and is yet some years away. In the meantime, employees at this institution have been and are continuing to perform their duties in a satisfactory manner. An increase to the base salary of all persons, other than those at the management level, would go a long way toward insuring the present level of service.

MOTOR VEHICLES PERMANENTLY ASSIGNED TO AGENCY

The Wyoming Girls School has eight assigned vehicles. One of these vehicles is permanently assigned to Security because of special equipment. One other vehicle, a pickup, is permanently assigned to Maintenance for special use. There are no leased vehicles.

BOYS' SCHOOL
WORLAND, WYOMING

DAVID RENAUD
SUPERINTENDENT

INTRODUCTION

In 1911, the Wyoming State Legislature passed a Bill known as Chapter 107 of the 1911 Sessions Laws, which provided for the establishment of a Reform Institution. Three years later, the population of the Boys' School was 12 boys ranging from 14 - 19 years of age. In calendar year 1986, our intake was 243, a thirty percent increase over any previous year. Currently, there are 96 beds and we have 96 students assigned to us. The average age is 16.6 and average length of stay is just over five months. Although most of our students are placed with us for property offenses, we have students in our population for reasons ranging from status offenses to second degree murder. Thirty percent of our students have been identified as either the victims or perpetrators of sexual abuse; to that end, we have a specialized sexual abuse group. Sixty percent of our students have serious substance problems; to that end we have a specialized group dealing with substance abuse. We also provide individual and group counseling, an academic program, several vocational opportunities, and some hands-on work experience.

The type of students we are geared toward are delinquent youth without learning disabilities. Our primary goal in treating the youth entrusted to care is to teach them social responsibility. Typically, children who are sent to us have been placed at several placements outside of the parental home and have learned to remove themselves from those situations by failing. They have a great deal of mistrust for adults, especially those with direct authority over them. They have sometime in their past, shown their lack of socialization by committing an act which, were they an adult, would have been perceived as a crime against society. It is, therefore our responsibility to modify their behavior and attitudes towards society. In order to planfully accomplish this, the special needs of each student are diagnosed and a plan is developed including both clinical and educational goals. The primary treatment modality employed is that of behavioral modification, the nature of which means negative behavior results in consequences and positive behavior results in rewards.

Currently, there are two major forces having a significant impact upon us. The first is that we are in process of replacing the dilapidated, antiquated, and, in all honesty, dangerous building where our students live, with modern, secure and safe living units built on a cottage-type model. While I realize that there is a segment of the populace which thinks that we should not put the resources into an institution, rather the money should go to community alternatives, my response is that it should not be an either/or situation, rather that both are needed. According to last year's statistics, sixty students could have been placed in some other type of setting without appreciably altering our population. It would merely have provided us with some latitude in the amount of time we have to work with our students. Construction has started on the first of four proposed units.

The second, and perhaps most notable, inducement to change is the charge by the Board of Charities and Reform, and a personal commitment, to eventually become accredited by the American Correctional Association's Commission on Accreditation for Corrections. This means meeting 420 standards covering intakes to releases and every conceivable aspect of the program in between the two. The achievements of the accreditation process will result in: an increased effectiveness of programs and operations; a safer, cleaner, and healthier environment for staff and students; improved staff communications; removal of the ambiguities from the rights, privileges and responsibilities of students; and clearly defined expectations and requirements for both students and staff.

MAJOR ACCOMPLISHMENTS

ADMINISTRATION:

1. Although capital outlay monies were frozen, enough was received for architectural planning and the construction of one new twenty-five bed living unit.
2. A cohesive administration team has been developed thus insuring a unified rehabilitative effort in the treatment process.
3. A continual effort has been made to evaluate, update and document all policies and procedures.

SOCIAL SERVICES:

1. Establishment of a Treatment Team to aid students in development of socially responsible conduct.
2. Establishment of a student classification system improving accountability.
3. Standards of personal hygiene and cleanliness have been raised by evaluation of programs and greater staff awareness.
4. Individual Treatment Plans are developed, documented and distributed to interested parties; ie: courts etc.
5. A grievance procedure and students rights packet have been developed.
6. Students are graded in all areas and evaluated weekly.
7. Each Living Unit is formally critiqued on a semi-annual basis.
8. A Sexual Abuse group and Substance Abuse group have been implemented and meet bi-weekly.
9. The following manuals have been completed: Student Classification; Student Conduct; Student Orientation; Court Evaluations; Youth Development Worker Job Description; Counselor Documentation; Substance Abuse Education; Sexual Offender Program; and Individual Living Unit Rules and Expectations.

EDUCATION:

1. A twelve month school year was developed and implemented.
2. \$100,000 in grant funds (Title I, two Perkins Vocational Education Grants and a Chapter II grant) were received.

3. A part-time librarian has been provided through the Green Thumb Program.
4. Student grade level growth was over one grade level in all educational areas.
5. Three new vocational offerings were provided this year: Auto class, Carpentry class, and Cook-in-Training class.
6. A cooperative education class has been implemented using non-traditional physical activities emphasizing trust and self-competition.
7. Students working the vocational programs participate in evening G. E. D. classes.
8. Interscholastic sports have been replaced by intramural sports, allowing for more participation by more students and building upon the cohesiveness of each hall.

FOOD SERVICES:

1. Three of the four food service workers have completed the American Correctional Association's correspondence courses.
2. Procedures have been implemented with the kitchen to increase staff accountability and student supervision.
3. Semi-annual cooperative food bid has been integrated between kitchen and commissary insuring efficient supply utilization.

HEALTH SERVICES:

1. Policy and procedure as been developed and implemented concerning dispensing medication, the Boys' School is not in compliance with the Nurses Practice Act.

SECURITY:

1. Policy and procedure for crisis situations (ie: runaways, serious incidents, etc.) has been developed and implemented.
2. Policy and procedure for accountability for off grounds functions has been formulated and implemented

BUILDING & GROUNDS:

1. Construction of one new twenty five (25) bed living unit has begun with completion expected around January 1, 1988.

2. An emphasis on cleanliness of all areas continues.
3. Maintenance of the existing physical plant continues.

G O A L S

1. The existing living units are antiquated, dilapidated, and do not even approach meeting minimal fire code expectations. The maximum life expectancy at this time is no more than four years. A capital outlay request for monies to complete the other three living units has been made.
2. Evaluating and updating all policies and procedures occurs on an ongoing basis using the American Correctional Association's Commission on Accreditation's Standards for Juvenile Training Schools as a guide.
3. The Boys' School will continue to strive towards American Correctional Association accreditation.
4. Application through the budget process has been made for one and one half nursing positions to comply with the Standard Nurses Practice Act. Currently there is no nurse on staff or under contract.
5. To attempt to change legislation so that Children in Need of Supervision are no longer allowed at the Boys' School effective July 1, 1988.

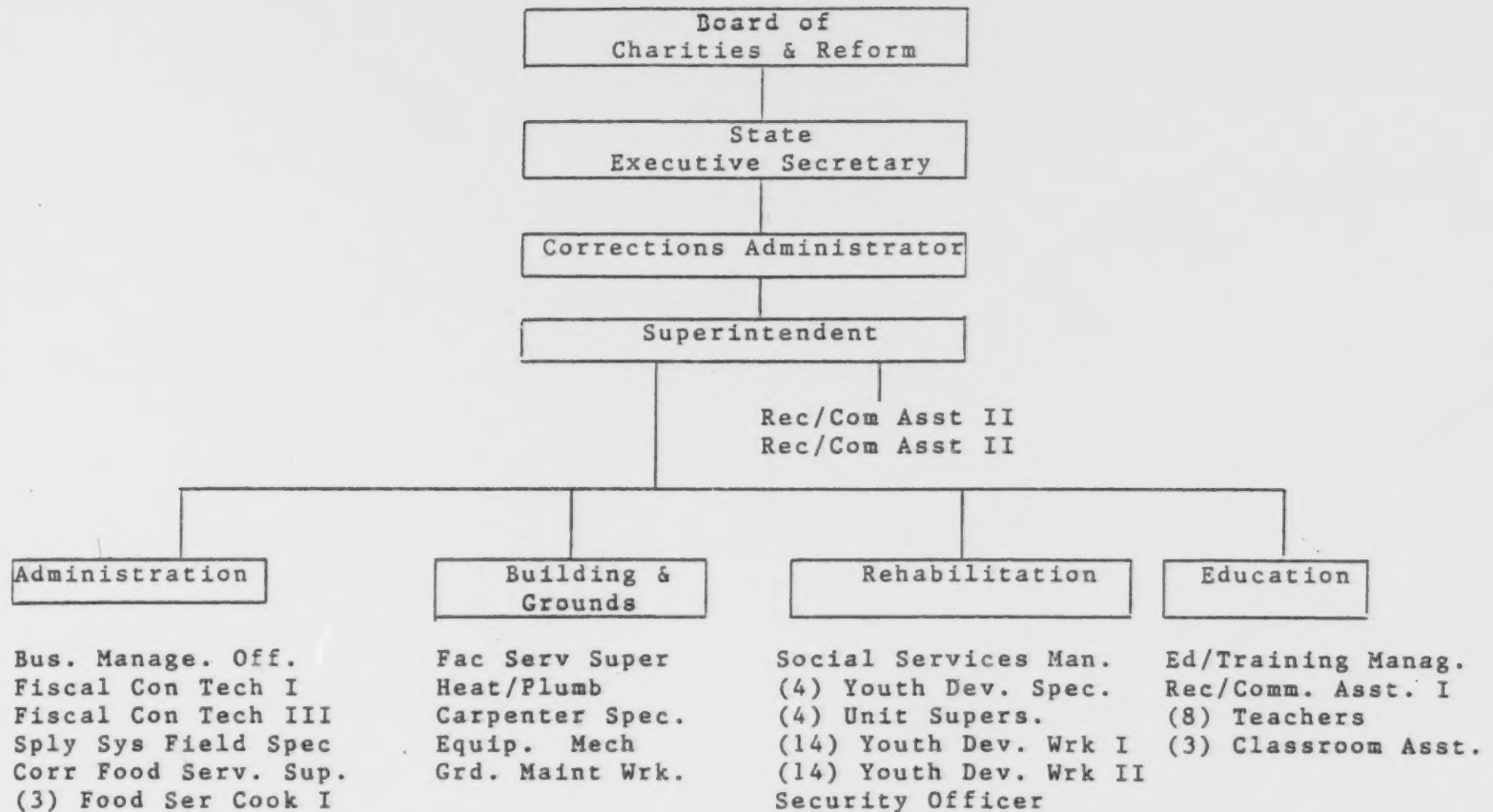
V E H I C L E S

S-12	1986 Pontiac	4-Door Sedan	Offical travel
S-18	1981 GMC	Van	Student transportation
5-700	1985 GMC	Van	Student transportation
S-93	1985 Buick	4-Door Sedan	Transporting new students
S-290	1978 Ford	Pickup	Garbage
S-299	1975 Ford	Pickup	Ground Maintenance
S-303	1983 GMC	Stake	Heavy cargo transportation
S-305	1968 Checker	Bus	Inoperable
S-354	1965 Inter.	Dump	Dumptruck
S-631	1983 GMC	Pickup	Commissary pick up and delivery
S-632	1983 GMC	Pickup	Facility service & maintenance
S-1	1986 Kawasaki	4-wheeler	Grounds maintenance

WYOMING BOYS' SCHOOL

September 1987

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Authorized Positions - 67 Full Time

S T A T I S T I C A L I N F O R M A T I O N

ADMISSION BY AGE

<u>AGE</u>	<u>FREQUENCY</u>	<u>PERCENT</u>
12 years	4	2
13 years	6	3
14 years	18	8
15 years	46	22
16 years	51	24
17 years	56	26
18 years	27	13
19 years	4	2
	<u>212</u>	<u>100 %</u>

EDUCATIONAL ATTAINMENT UPON COMMITMENT

<u>GRADE</u>	<u>FREQUENCY</u>	<u>PERCENT</u>
Fourth Grade	1	1
Fifth Grade	2	1
Sixth Grade	8	4
Seventh Grade	24	11
Eighth Grade	56	26
Ninth Grade	55	26
Tenth Grade	42	20
Eleventh Grade	13	6
Twelfth Grade / G.E.D.	11	5
	<u>212</u>	<u>100%</u>

ADMISSION BY RACE

<u>RACE</u>	<u>FREQUENCY</u>	<u>PERCENT</u>
Caucasian	188	89
Hispanic	14	7
Black	3	1
American Indian	7	3
	<u>212</u>	<u>100%</u>

<u>OFFENSE</u>	<u>FREQUENCY</u>	<u>PERCENT</u>
Delinquent Child	188	89
CHINS	12	6
Criminal	12	6
	<u>212</u>	<u>100%</u>